

REVISED
AGENDA
REGULAR COUNCIL MEETING OF THE MAYOR AND CITY COUNCIL
IN THE COUNCIL CHAMBERS – 81 ELKHORN ROAD
CITY OF SUN VALLEY, IDAHO
January 7, 2016 – 4:00 P.M.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT - *The Mayor and Council welcome comments from the public on any subject. Please state your name and address for the record. Public comments may be limited to three (3) minutes. Please note this is the only time during this meeting that public comment time will be provided.*

MAYOR AND COUNCIL RESPONSE TO PUBLIC COMMENT (5 min.)

COUNCIL COMMENT (5 min.)

MAYOR COMMENT (5 min.)

QUESTIONS FROM THE PRESS (3 min.)

CONSENT AGENDA (5 min.) *All items listed under the Consent Agenda will be approved in one motion without discussion unless any Council Member requests that the item be removed for individual discussion and possible action.*

1. Approval of Council Minutes of December 3, 2015; 1
2. Receive and File Financials:
 - a. December, 2015 Paid Invoice Report 8
 - b. November, 2015 Financial Report..... 15
 - c. Local Option Tax Report..... 41
3. Authorize payment of bills and payroll (recurring per Resolution 2015-01) for January, 2016, when due; (no documents)
4. Authorize payment of bills (non-recurring) on-hand due after December 30, 2015 and recommended for approval by the Finance Committee; (no documents)

SWEARING IN OF NEW MAYOR AND COUNCIL MEMBERS AND APPOINTMENTS TO COUNCIL (23 min.)

5. Farewell and thank you to Mayor Dewayne Briscoe for his service to the City (5 min.); (no documents)
6. Letter of Resignation from City Council Member (3 minutes);..... 50
7. Swearing in and Oaths of Office for new Mayor and City Council Members (5 min.); 51
8. Mayor appointment to the City Council and Swearing in of Appointed Council Member (5 min.); (no documents)
9. Council appointment of City Council President (5 min.); (no documents)

PUBLIC HEARING (10 min.)

- 10. First Reading and possible action on Ordinance No. 479 An Ordinance of the City of Sun Valley, Idaho, Amending Title 7, Chapter 4 of the Municipal Code Regarding Encroachments within the City-Owned Right-of-Way (10 min.); 59

BREAK (5 min.)

ACTION/DISCUSSION (50 min.)

- 11. Discussion and action regarding Fire Department Firefighter/EMT position (20 min); 69
- 12. Discussion and possible action on the City’s current Health Reimbursement Account (HRA)(5 min.); .. 83
- 13. Mayoral appointments and Council confirmation where required to City board and liaison positions (10 min.); 118
- 14. Discussion and action on request for concert on Festival Meadows in August, 2016 (5 min); 119
- 15. First Reading and possible action on Ordinance No. 480 An Ordinance of the City of Sun Valley, Idaho, Amending Sections of Title 9 Chapter 1 of the Sun Valley Municipal Code Adopting Certain Plans by Reference (5 min.); 120
- 16. Discussion and action on Resolution 2016-01 A Resolution of the City of Sun Valley Authorizing the Destruction of City Records (5 min.); 124

EXECUTIVE SESSION – Pursuant to Idaho Code 74-206 sections (a) to consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general; (b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student; and (f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement.

ADJOURNMENT - *Meeting will conclude after the completion of agenda items or at the latest 9:00 p.m. Any item under discussion or consideration at 9:00 p.m. will be completed. Any remaining items on the agenda will be scheduled for another meeting*

**COUNCIL MEETING
OF THE MAYOR AND CITY COUNCIL
IN THE COUNCIL CHAMBERS - 81 ELKHORN ROAD
CITY OF SUN VALLEY, IDAHO
DECEMBER 3, 2015 AT 4:00 P.M.**

The Mayor and the City Council of Sun Valley, Blaine County, State of Idaho, met in a Council Meeting in the Sun Valley City Hall Council Chambers on December 3, 2015 at 4:00 p.m.

CALL TO ORDER

The meeting was called to order at 4:00 p.m.

ROLL CALL

PRESENT: Mayor Dewayne Briscoe, Council President Keith Saks, Council Member Michelle Griffith, Council Member Peter Hendricks, and Council Member Jane Conard.

ABSENT: None

PLEDGE OF ALLEGIANCE

Wally Huffman led the pledge.

PUBLIC COMMENT

Jim Bronson, Sun Valley resident, made a public comment.

Mayor Dewayne Briscoe made a comment.

MAYOR AND COUNCIL RESPONSE TO PUBLIC COMMENT

Council Member Jane Conard made a comment.

Mayor Dewayne Briscoe made a comment.

COUNCIL COMMENT

Council Member Michelle Griffith made a comment.

Mayor Dewayne Briscoe asked a question.

Council Member Michelle Griffith responded.

Mayor Dewayne Briscoe asked a question.

Council Member Michelle Griffith responded.

Council Member Peter Hendricks asked a question.

Council Member Michelle Griffith responded.

Mayor Dewayne Briscoe made a comment.

Council Member Michelle Griffith responded.

Council President Keith Saks made a comment.

MAYOR COMMENT

Mayor Dewayne Briscoe made a comment.

MAYOR BRISCOE END-OF-TERM ADDRESS

Mayor Dewayne Briscoe made a comment.

Council Member Peter Hendricks made a comment.

Mayor Dewayne Briscoe made a comment.

QUESTIONS FROM THE PRESS

None.

CONSENT AGENDA

1. Approval of Council Minutes of October 29 and November 5, 2015;
2. Receive and File Financials:
 - a. November, 2015 Paid Invoice Report
 - b. October, 2015 Financial Report
 - c. Local Option Tax Report
3. Authorize payment of bills and payroll (recurring per Resolution 2015-09) for December, 2015, when due; (no documents)
4. Authorize payment of bills (non-recurring) on-hand due after November 25, 2015 and recommended for approval by the Finance Committee;

Mayor Dewayne Briscoe asked a question.

Council President Keith Saks made a comment.

Mayor Dewayne Briscoe asked a question.

Council President Keith Saks made a comment.

Mayor Dewayne Briscoe made a comment.

Council President Keith Saks made a comment.

Council Member Jane Conard made a comment.

Mayor Dewayne Briscoe asked a question.

Council President Keith Saks made a comment.

Mayor Dewayne Briscoe made a comment.

MOTION

Council Member Jane Conard moved to consider and approve the entire consent agenda, seconded by Council Member Michelle Griffith. A roll call vote was taken.

AYES: Council President Keith Saks, Council Member Michelle Griffith, Council Member Peter Hendricks, and Council Member Jane Conard.

NAYS: None

The Mayor declared the motion approved.

PRESENTATIONS

5. Blaine County Housing Authority Semiannual Report, David Patrie;

David Patrie, Blaine County Housing Authority Executive Director, made a presentation.

Mayor Dewayne Briscoe made a comment.

David Patrie made a comment.

Council Member Peter Hendricks asked a question.

David Patrie responded.

Council Member Peter Hendricks made a comment.

David Patrie responded.

Council Member Michelle Griffith made a comment.

Council President Keith Saks asked a question.

David Patrie responded.

Council President Keith Saks made a comment.

Council Member Michelle Griffith made a comment.

[David Patrie responded.](#)

[Mayor Dewayne Briscoe made a comment.](#)

[Council Member Peter Hendricks made a comment.](#)

[Mayor Dewayne Briscoe made a comment.](#)

PUBLIC HEARING

[Mayor Dewayne Briscoe asked the Council for disclosures on the public hearing agenda items.](#)

[The Council members and Mayor each stated they did not have any disclosures to make.](#)

6. Final Plat Application #SUBFP2015-07 by Benchmark Associates, P.A. on behalf of Sun Valley Company for Sublots 13-14, 17-18, and Tract D of Diamond Back Townhomes, Parcel A Amended, within the plat of White Clouds, Corrected, Parcels A, B, & J Amended;

[Community Development Director Jae Hill presented.](#)

[Council Member Michelle Griffith asked a question.](#)

[Community Development Director Jae Hill responded.](#)

[Mayor Dewayne Briscoe asked a question.](#)

[Wally Huffman, representing the applicant, made a comment.](#)

[Mayor Dewayne Briscoe opened the public hearing on the issue.](#)

[Hearing no public comment, Mayor Dewayne Briscoe closed the public hearing.](#)

MOTION

Council Member Michelle Griffith moved to approve Diamond Back Townhomes Sublots 13-14, 17-18, and Tract D, Final Plat Application #SUBFP2015-07, seconded by Council President Keith Saks. A roll call vote was taken.

AYES: Council President Keith Saks, Council Member Michelle Griffith, Council Member Peter Hendricks, and Council Member Jane Conard.

NAYS: None

The Mayor declared the motion approved.

[Council Member Michelle Griffith made a comment.](#)

7. Final Plat Application SUBFP 2015-11 by Benchmark Associates, P.A. on behalf of Elkhorn Springs, LLC for Sublot 18 of Elkhorn Springs: Golf Lodges Townhomes;

[Associate Planner Abby Rivin presented.](#)

[Mayor Dewayne Briscoe made a comment.](#)

[Council President Keith Saks asked a question.](#)

[City Attorney Adam King responded.](#)

[The City members and Mayor each stated they had no disclosures to make on the issue.](#)

[Mayor Dewayne Briscoe opened the public hearing on the issue.](#)

[Hearing no public comment, Mayor Dewayne Briscoe closed the public hearing.](#)

MOTION

Council Member Jane Conard moved to approve Final Plat Application #SUBFP2015-11 for Elkhorn Springs Golf Lodges Townhomes Sublot 18 pursuant to the conditions of approval and the findings of fact, seconded by Council Member Michelle Griffith. A roll call vote was taken.

AYES: Council President Keith Saks, Council Member Michelle Griffith, Council Member Peter

Hendricks, and Council Member Jane Conard.
NAYS: None
The Mayor declared the motion approved.

[Mayor Dewayne Briscoe requested to move Agenda Item #9 to be heard before the break to accommodate the presenter. The Council agreed.](#)

ACTION/DISCUSSION

9. Discussion and action on Resolution 2015-33 Authorizing the Mayor to sign a property-management services contract with the Blaine County Housing Authority;

[Council Member Michelle Griffith made a comment.](#)
[David Patrie, Executive Director of the Blaine County Housing Authority, made a comment.](#)
[Council Member Jane Conard made a comment.](#)
[Council Member Michelle Griffith made a comment.](#)
[Mayor Dewayne Briscoe asked a question.](#)
[Council Member Michelle Griffith suggested additional language for the proposed contract.](#)
[City Attorney Admin King made a comment.](#)
[David Patrie asked a question.](#)
[City Attorney Adam King responded.](#)
[Council President Keith Saks made a comment.](#)
[City Attorney Adam King made a comment.](#)
[Council President Keith Saks made a comment.](#)
[City Attorney Adam King made a comment.](#)
[Council President Keith Saks asked a question.](#)
[City Attorney Adam King responded.](#)
[Council Member Michelle Griffith made a comment.](#)
[Council President Keith Saks made a comment.](#)
[Council Member Michelle Griffith made a comment.](#)
[David Patrie responded.](#)
[Council President Keith Saks made a comment.](#)
[Mayor Dewayne Briscoe made a comment.](#)

MOTION

Council Member Jane Conard moved to adopt Resolution 2015-33 in regard to the BCHA contract including an amendment of the first bullet point under "Scope of Services" to read, "In accordance with the City housing priorities, meet each prospective tenant onsite; review lease and covenants of record . . .", seconded by Council President Keith Saks. A roll call vote was taken.

AYES: Council President Keith Saks, Council Member Michelle Griffith, Council Member Peter Hendricks, and Council Member Jane Conard.

NAYS: None

The Mayor declared the motion approved.

BREAK

[A break was taken at 5:13 p.m.](#)

[The break ended at 5:30 p.m.](#)

8. Discussion and action on Resolution 2015-32 Accepting the Canvassed Election Results from the Blaine County Board of Commissioners for the November 3, 2015 Election;

Mayor Dewayne Briscoe made a comment.

Council Member Michelle Griffith made a comment.

Council President Keith Saks made a comment.

Mayor Dewayne Briscoe read the 2015 City of Sun Valley election results into the minutes.

MOTION

Council President Keith Saks moved to adopt Resolution 2015-32 Accepting the Canvassed Election Results from the Blaine County Board of Commissioners for the November 3, 2015 Election, seconded by Council Member Jane Conard. A roll call vote was taken.

AYES: Council President Keith Saks, Council Member Michelle Griffith, Council Member Peter Hendricks, and Council Member Jane Conard.

NAYS: None

The Mayor declared the motion approved.

10. Discussion and possible action on Sun Valley Elkhorn Association restrictions on Elkhorn Fire Station;

Mayor Dewayne Briscoe made a comment.

Council President Keith Saks made a comment.

Mayor Dewayne Briscoe responded.

Council Member Michelle Griffith made a comment.

Mayor Dewayne Briscoe responded.

Council President Keith Saks made a comment.

Mayor Dewayne Briscoe made a comment.

Council Member Jane Conard made a comment.

Mayor Dewayne Briscoe made a comment.

Council President Keith Saks made a comment.

Council Member Peter Hendricks asked a question.

Mayor Dewayne Briscoe made a comment.

Council President Keith Saks made a comment.

Mayor Dewayne Briscoe made a comment.

Council President Keith Saks made a comment.

City Attorney Adam King made a comment.

Council President Keith Saks made a comment.

City Attorney Adam King made a comment.

Council President Keith Saks made a comment.

City Attorney Adam King made a comment.

Council President Keith Saks made a comment.

Mayor Dewayne Briscoe made a comment.

Council President Keith Saks made a comment.

Mayor Dewayne Briscoe made a comment.

Council President Keith Saks made a comment.

Mayor Dewayne Briscoe made a comment.

Council President Keith Saks made a comment.

Mayor Dewayne Briscoe made a comment.

Council President Keith Saks made a comment.

[Council Member Peter Hendricks made a comment.](#)

[Council President Keith Saks made a comment.](#)

[Mayor Dewayne Briscoe made a comment.](#)

[Council President Keith Saks asked a question.](#)

[Mayor Dewayne Briscoe made a comment.](#)

MOTION

Council Member Michelle Griffith moved to postpone definitely to a date certain of February 4, 2016 at 4:00 p.m., should that be the date of the Regular City Council meeting, the issue with respect to the Elkhorn Fire Station, seconded by Council Member Jane Conard. A voice vote was taken.

AYES: Council President Keith Saks, Council Member Michelle Griffith, Council Member Peter Hendricks, and Council Member Jane Conard.

NAYS: None

The Mayor declared the motion approved.

11. Discussion and action on Resolution 2015-34 Setting the City Council Meeting Dates for 2016 and Resolution 2015-35 Setting the Finance Committee Meeting Dates for 2016;

[Mayor Dewayne Briscoe made a comment.](#)

[Council President Keith Saks made a comment.](#)

[The City Council conducted a conversation regarding the proposed Regular City Council meeting dates.](#)

[Council Member Jane Conard made a comment.](#)

[Council Member Michelle Griffith made a comment.](#)

[Council Member Jane Conard made a comment.](#)

[Council Member Peter Hendricks asked a question.](#)

[Council President Keith Saks responded.](#)

[Council Member Michelle Griffith made a comment.](#)

[City Administrator Susan Robertson made a comment.](#)

[Council President Keith Saks made a comment.](#)

[The Council agreed to move the May 2016 meeting to May 3, 2016.](#)

[Mayor Dewayne Briscoe made a comment.](#)

[Council President Keith Saks made a comment.](#)

[Council Member Michelle Griffith asked a question.](#)

[City Treasurer Angela Orr responded.](#)

MOTION

Council Member Michelle Griffith moved to approve Resolution 2015-34 Setting the City Council Meeting Dates for 2016 as amended, changing the May 5th proposed date to Tuesday, May 3rd, 2016, seconded by Council President Keith Saks. A voice vote was taken.

AYES: Council President Keith Saks, Council Member Michelle Griffith, Council Member Peter Hendricks, and Council Member Jane Conard.

NAYS: None

The Mayor declared the motion approved.

[The City Council conducted a conversation regarding the proposed Finance Committee meeting dates.](#)

[Council Member Michelle Griffith asked a question.](#)

[Council President Keith Saks made a comment.](#)

[Mayor Dewayne Briscoe asked a question.](#)

MOTION

Council Member Michelle Griffith moved to approve Resolution 2015-35 Setting the Finance Committee Meeting Dates for 2016 as listed, seconded by Council President Keith Saks. A voice vote was taken.

AYES: Council President Keith Saks, Council Member Michelle Griffith, Council Member Peter Hendricks, and Council Member Jane Conard.

NAYS: None

The Mayor declared the motion approved.

[Mayor Dewayne Briscoe made a comment.](#)

[City Attorney Adam King made a comment.](#)

[Mayor Dewayne Briscoe made a comment.](#)

[Council Member Michelle Griffith made a comment.](#)

ADJOURNMENT

MOTION

Council Member Jane Conard moved to adjourn, seconded by Council Member Michelle Griffith. A roll call vote was taken.

AYES: Council President Keith Saks, Council Member Michelle Griffith, Council Member Peter Hendricks, and Council Member Jane Conard.

NAYS: None

The Mayor declared the motion approved.

[The meeting adjourned at 6:01 p.m.](#)

Dewayne Briscoe, Mayor

Alissa Weber, City Clerk

Report Criteria:

Detail report type printed

Vendor.Name = {NOT LIKE} "%WELLS FARGO%"

| Vendor Number | Name | Invoice Number | Description | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|-----------------------|----------------|------------------------------|-----|--------------|----------------|-----------------|--------------|--------------|------------------|
| 1185 | ASSOCIATION OF IDAHO | 200001008 | 2015 AIC Fall District Meeti | 1 | 11/05/2015 | 105.00 | .00 | 105.00 | 50986 | 12/04/2015 |
| Total 1185: | | | | | | 105.00 | .00 | 105.00 | | |
| 1345 | BOISE MOBILE EQUIPME | 16223 | Remove light bar off squad | 1 | 10/31/2015 | 256.62 | .00 | 256.62 | 50988 | 12/04/2015 |
| | | 16235 | 2 Radios and chargers repl | 1 | 09/22/2015 | 3,318.85 | .00 | 3,318.85 | 50988 | 12/04/2015 |
| Total 1345: | | | | | | 3,575.47 | .00 | 3,575.47 | | |
| 1430 | CASELLE, INC | 69417 | Contract Support & Mainte | 1 | 12/01/2015 | 553.67 | .00 | 553.67 | 51052 | 12/16/2015 |
| Total 1430: | | | | | | 553.67 | .00 | 553.67 | | |
| 1440 | CENTRAL DRUG SYSTE | 249826 | Random Processing Fee / | 1 | 11/06/2015 | 3.50 | .00 | 3.50 | 50991 | 12/04/2015 |
| Total 1440: | | | | | | 3.50 | .00 | 3.50 | | |
| 1455 | CH2M HILL | 4023681 | Engineering review for dev | 1 | 11/10/2015 | 747.09 | .00 | 747.09 | 50992 | 12/04/2015 |
| Total 1455: | | | | | | 747.09 | .00 | 747.09 | | |
| 1460 | CHATEAU DRUG | 1466696 | Trash bags for wash kits in | 1 | 10/28/2015 | 38.97 | .00 | 38.97 | 50993 | 12/04/2015 |
| Total 1460: | | | | | | 38.97 | .00 | 38.97 | | |
| 1535 | COX COMMUNICATIONS | 5301.121015 | Internet Service 100 Morni | 1 | 12/15/2015 | 162.18 | .00 | 162.18 | 51053 | 12/16/2015 |
| | | 7601.120115 | Internet Service 81 Elkhorn | 1 | 12/01/2015 | 103.00 | .00 | 103.00 | 51053 | 12/16/2015 |
| Total 1535: | | | | | | 265.18 | .00 | 265.18 | | |
| 1605 | DAVIS EMBROIDERY INC | 25760 | New Duty shirts for Taan a | 1 | 10/28/2015 | 385.28 | .00 | 385.28 | 50997 | 12/04/2015 |
| Total 1605: | | | | | | 385.28 | .00 | 385.28 | | |
| 1610 | DAVITT, TERENCE | 102815 | Per Diem reimbursement f | 1 | 10/28/2015 | 11.50 | .00 | 11.50 | 50998 | 12/04/2015 |
| | | 111615 | Travel per Diem for Trainin | 1 | 11/16/2015 | 115.00 | .00 | 115.00 | 50998 | 12/04/2015 |
| Total 1610: | | | | | | 126.50 | .00 | 126.50 | | |
| 1713 | ELEPHANT'S PERCH | 1000539838 | Duty shoes for Ray Franco | 1 | 10/19/2015 | 178.00 | .00 | 178.00 | 51000 | 12/04/2015 |
| Total 1713: | | | | | | 178.00 | .00 | 178.00 | | |
| 1793 | FIRE SERVICES OF IDAH | 15247P | Annual service of fire extin | 1 | 10/26/2015 | 39.00 | .00 | 39.00 | 51002 | 12/04/2015 |
| Total 1793: | | | | | | 39.00 | .00 | 39.00 | | |
| 1810 | FLOYD LILLY COMPANY | 215017 | Mag chloride Pump parts | 1 | 10/30/2015 | 144.80 | .00 | 144.80 | 51003 | 12/04/2015 |
| | | 215102 | Mag chloride Pump parts | 1 | 11/04/2015 | 28.00 | .00 | 28.00 | 51003 | 12/04/2015 |
| Total 1810: | | | | | | 172.80 | .00 | 172.80 | | |
| 1840 | GEM STATE PAPER | 999058-00 | Bath tissue, cups, sugar, s | 1 | 11/06/2015 | 214.62 | .00 | 214.62 | 51005 | 12/04/2015 |

| Vendor Number | Name | Invoice Number | Description | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|---------------------|----------------|------------------------------|-----|--------------|----------------|-----------------|--------------|--------------|------------------|
| Total 1840: | | | | | | 214.62 | .00 | 214.62 | | |
| 1853 | GLOCK, INC | TRP/100075 | Glock Armorer training clas | 1 | 09/28/2015 | 250.00 | .00 | 250.00 | 51006 | 12/04/2015 |
| Total 1853: | | | | | | 250.00 | .00 | 250.00 | | |
| 1897 | HANK BROWN PAINTING | 1022 | Exterior painting of Equipm | 1 | 10/14/2015 | 6,366.05 | .00 | 6,366.05 | 51007 | 12/04/2015 |
| Total 1897: | | | | | | 6,366.05 | .00 | 6,366.05 | | |
| 1950 | AC HOUSTON LUMBER C | 014-520041 | Cable ties | 1 | 10/30/2015 | 52.15 | .00 | 52.15 | 50984 | 12/04/2015 |
| | | 014-520041 | Drill screws | 2 | 10/30/2015 | 30.76 | .00 | 30.76 | 50984 | 12/04/2015 |
| Total 1950: | | | | | | 82.91 | .00 | 82.91 | | |
| 2025 | IDAHO DEPT OF LABOR | 111615 | Unemployment insurance - | 1 | 11/16/2015 | 60.00 | .00 | 60.00 | 50977 | 11/19/2015 |
| Total 2025: | | | | | | 60.00 | .00 | 60.00 | | |
| 2055 | IDAHO POWER | 0641.120415 | Juniper/Elkhorn Rd Light | 1 | 12/04/2015 | 5.02 | .00 | 5.02 | 51056 | 12/16/2015 |
| | | 3393.112515 | 104 Grey Eagle | 1 | 11/25/2015 | 9.07 | .00 | 9.07 | 51056 | 12/16/2015 |
| | | 9457.112515 | 100 Arrowleaf cell / Sun Va | 1 | 11/25/2015 | 969.28 | .00 | 969.28 | 51056 | 12/16/2015 |
| Total 2055: | | | | | | 983.37 | .00 | 983.37 | | |
| 2125 | INTERMOUNTAIN GAS C | 30002.12081 | 100 Arrowleaf | 1 | 12/08/2015 | 271.03 | .00 | 271.03 | 51057 | 12/16/2015 |
| | | 3000212081 | 81 Elkhorn | 1 | 12/08/2015 | 173.40 | .00 | 173.40 | 51057 | 12/16/2015 |
| | | 3000912081 | 81 Elkhorn account 423843 | 1 | 12/08/2015 | 269.58 | .00 | 269.58 | 51057 | 12/16/2015 |
| Total 2125: | | | | | | 714.01 | .00 | 714.01 | | |
| 2190 | ITD-SPECIAL PLATES | 723 | License Plates for CD Vehi | 1 | 11/01/2015 | 23.00 | .00 | 23.00 | 51010 | 12/04/2015 |
| Total 2190: | | | | | | 23.00 | .00 | 23.00 | | |
| 2570 | NORCO | 17145402 | Oxygen Cylinder Rental 10 | 1 | 10/31/2015 | 59.52 | .00 | 59.52 | 51019 | 12/04/2015 |
| Total 2570: | | | | | | 59.52 | .00 | 59.52 | | |
| 2610 | OLSEN, TRAVIS | 020115 | Travel and per diem for Glo | 1 | 11/19/2015 | 245.36 | .00 | 245.36 | 51022 | 12/04/2015 |
| Total 2610: | | | | | | 245.36 | .00 | 245.36 | | |
| 2625 | ORCHARD, KIM | 101715 | 1 Day Perdieam Training in | 1 | 10/17/2015 | 51.00 | .00 | 51.00 | 51060 | 12/16/2015 |
| | | 110315 | 1 Day Per diem (Interview | 1 | 11/03/2015 | 51.00 | .00 | 51.00 | 50978 | 11/19/2015 |
| Total 2625: | | | | | | 102.00 | .00 | 102.00 | | |
| 2635 | OVERHEAD DOOR CO | 322445 | Serviced all garage doors- | 1 | 11/12/2015 | 280.00 | .00 | 280.00 | 51025 | 12/04/2015 |
| Total 2635: | | | | | | 280.00 | .00 | 280.00 | | |
| 2640 | PACIFIC NORTHWEST H | 15-197 | Hose testing for 2015 all of | 1 | 10/29/2015 | 3,036.45 | .00 | 3,036.45 | 51026 | 12/04/2015 |
| Total 2640: | | | | | | 3,036.45 | .00 | 3,036.45 | | |

| Vendor Number | Name | Invoice Number | Description | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|----------------------|----------------|-------------------------------|-----|--------------|----------------|-----------------|--------------|--------------|------------------|
| 2845 | RIVER RUN AUTO | 6538-91144 | 6 winter wiper blades/ blow | 1 | 10/06/2015 | 344.23 | .00 | 344.23 | 51028 | 12/04/2015 |
| | | 6538-91472 | Fuel module | 1 | 10/15/2015 | 218.99 | .00 | 218.99 | 51028 | 12/04/2015 |
| | | 6538-91751 | 2006 Ford F-350 Oil filter | 1 | 10/22/2015 | 51.20 | .00 | 51.20 | 51028 | 12/04/2015 |
| | | 6538-92518 | Filter for street dept. sweep | 1 | 11/10/2015 | 43.95 | .00 | 43.95 | 51028 | 12/04/2015 |
| Total 2845: | | | | | | 658.37 | .00 | 658.37 | | |
| 2880 | S. ERWIN EXCAVATION | 15-754 | Transport street sweeper t | 1 | 11/16/2015 | 312.50 | .00 | 312.50 | 51030 | 12/04/2015 |
| Total 2880: | | | | | | 312.50 | .00 | 312.50 | | |
| 3030 | STATE INSURANCE FUN | 12704455 | 10/1/15-11/1/15 Payroll Re | 1 | 12/07/2015 | 3,489.00 | .00 | 3,489.00 | 51061 | 12/16/2015 |
| Total 3030: | | | | | | 3,489.00 | .00 | 3,489.00 | | |
| 3045 | STATE TAX COMMISSIO | 103115 | October state tax | 1 | 10/31/2015 | 7,118.00 | .00 | 7,118.00 | 50979 | 11/19/2015 |
| | | 103115 | Late fee for June and Sept | 2 | 10/31/2015 | 863.92 | .00 | 863.92 | 50979 | 11/19/2015 |
| | | 110115 | November State Tax 2015 | 1 | 11/01/2015 | 6,381.00 | .00 | 6,381.00 | 51062 | 12/16/2015 |
| Total 3045: | | | | | | 14,362.92 | .00 | 14,362.92 | | |
| 3075 | SUN VALLEY CLEANERS, | 102715 | Dry cleaning for Police unif | 1 | 10/27/2015 | 261.50 | .00 | 261.50 | 51033 | 12/04/2015 |
| Total 3075: | | | | | | 261.50 | .00 | 261.50 | | |
| 3100 | SUN VALLEY WATER & S | 120115 | SV City Hall | 1 | 12/01/2015 | 375.00 | .00 | 375.00 | 51063 | 12/16/2015 |
| | | 120115A | 104 Grey Eagle condemnat | 1 | 12/15/2015 | 369.75 | .00 | 369.75 | 51063 | 12/16/2015 |
| | | 120115B | Elkhorn Fire Station | 1 | 12/15/2015 | 261.00 | .00 | 261.00 | 51063 | 12/16/2015 |
| | | 120115C | Arts Center Parcel | 1 | 12/15/2015 | 950.21 | .00 | 950.21 | 51063 | 12/16/2015 |
| Total 3100: | | | | | | 1,955.96 | .00 | 1,955.96 | | |
| 3110 | SUNRISE ENVIRO SCIEN | 55393 | Vehicle cleaner | 1 | 10/18/2015 | 171.76 | .00 | 171.76 | 51036 | 12/04/2015 |
| Total 3110: | | | | | | 171.76 | .00 | 171.76 | | |
| 3253 | UNITED OIL | 810006 | Fuel for street dept.10/1/15 | 1 | 10/15/2015 | 300.52 | .00 | 300.52 | 50980 | 11/19/2015 |
| | | 810007 | Fuel for Building Vehicle | 1 | 10/15/2015 | 40.19 | .00 | 40.19 | 51064 | 12/16/2015 |
| | | 811222 | Fuel for street dept.10/19/1 | 1 | 10/31/2015 | 184.46 | .00 | 184.46 | 50980 | 11/19/2015 |
| | | 811223 | Fuel for Building Vehicle | 1 | 10/31/2015 | 33.59 | .00 | 33.59 | 51064 | 12/16/2015 |
| | | 812467 | Fuel for Police Department | 1 | 11/15/2015 | 178.92 | .00 | 178.92 | 50980 | 11/19/2015 |
| | | 812469 | Fuel purchases 11/2 to 11/ | 1 | 11/15/2015 | 637.43 | .00 | 637.43 | 50980 | 11/19/2015 |
| | | 812470 | Fuel for Building Vehicle | 1 | 11/15/2015 | 24.28 | .00 | 24.28 | 51064 | 12/16/2015 |
| | | 813614 | Fuel for Police Department | 1 | 11/30/2015 | 273.79 | .00 | 273.79 | 51064 | 12/16/2015 |
| Total 3253: | | | | | | 1,673.18 | .00 | 1,673.18 | | |
| 3480 | DICK YORK'S AUTO SER | 67077 | Patrol vehicle unit 3 2012 F | 1 | 10/28/2015 | 843.28 | .00 | 843.28 | 50999 | 12/04/2015 |
| | | 67259 | New battery for assistant c | 1 | 10/28/2015 | 202.39 | .00 | 202.39 | 50999 | 12/04/2015 |
| Total 3480: | | | | | | 1,045.67 | .00 | 1,045.67 | | |
| 3936 | THORNTON HEATING & | 26783 | Light and repair the bay he | 1 | 11/12/2015 | 84.00 | .00 | 84.00 | 51037 | 12/04/2015 |
| Total 3936: | | | | | | 84.00 | .00 | 84.00 | | |
| 3979 | LARSEN FIRE APPARAT | 1471 | Annual Fire Pump testing 2 | 1 | 10/10/2015 | 615.00 | .00 | 615.00 | 51014 | 12/04/2015 |

| Vendor Number | Name | Invoice Number | Description | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|----------------------|----------------|-------------------------------|-----|--------------|----------------|-----------------|--------------|--------------|------------------|
| Total 3979: | | | | | | 615.00 | .00 | 615.00 | | |
| 3980 | D & B SUPPLY COMPANY | 102815 | Replacement toolbox for 2 | 1 | 10/28/2015 | 29.99 | .00 | 29.99 | 50996 | 12/04/2015 |
| | | 102815 | Replacement toolbox for 2 | 2 | 10/28/2015 | 26.99 | .00 | 26.99 | 50996 | 12/04/2015 |
| | | 102815 | Uniform pants for Slater | 3 | 10/28/2015 | 46.99 | .00 | 46.99 | 50996 | 12/04/2015 |
| | | 102815 | Uniform pants for Slater | 4 | 10/28/2015 | 44.99 | .00 | 44.99 | 50996 | 12/04/2015 |
| | | 62204 | Uniform pants for Terence | 1 | 10/28/2015 | 85.98 | .00 | 85.98 | 50996 | 12/04/2015 |
| Total 3980: | | | | | | 234.94 | .00 | 234.94 | | |
| 4061 | CLEAR WATER POWER | 11111508 | Snow plow for new F-350 | 1 | 11/11/2015 | 8,033.64 | .00 | 8,033.64 | 50994 | 12/04/2015 |
| | | 11131504 | Echo "Pro attachment Seri | 1 | 11/13/2015 | 359.99 | .00 | 359.99 | 50994 | 12/04/2015 |
| | | 11191588 | Boss snow plow parts | 1 | 11/19/2015 | 229.08 | .00 | 229.08 | 50994 | 12/04/2015 |
| Total 4061: | | | | | | 8,622.71 | .00 | 8,622.71 | | |
| 4080 | OFFICEBRIGHT, INC | 4021 | Office cleaning November, | 1 | 11/22/2015 | 1,170.00 | .00 | 1,170.00 | 51020 | 12/04/2015 |
| Total 4080: | | | | | | 1,170.00 | .00 | 1,170.00 | | |
| 4104 | ELKHORN SPRINGS RES | 213903 | Quarterly Dues on A03 | 1 | 11/01/2015 | 834.51 | .00 | 834.51 | 51001 | 12/04/2015 |
| | | 213904 | Quarterly Dues A04 | 1 | 11/01/2015 | 834.51 | .00 | 834.51 | 51001 | 12/04/2015 |
| Total 4104: | | | | | | 1,669.02 | .00 | 1,669.02 | | |
| 4133 | COPY & PRINT | 68658 | Binders, 1" and 1 1/2" whit | 1 | 10/27/2015 | 56.80 | .00 | 56.80 | 50995 | 12/04/2015 |
| | | 68693 | 4 flash drives/ 4 packs of bl | 1 | 11/02/2015 | 114.12 | .00 | 114.12 | 50995 | 12/04/2015 |
| | | 68755 | Copy paper, storage boxes | 1 | 11/03/2015 | 83.96 | .00 | 83.96 | 50995 | 12/04/2015 |
| | | 68810 | File labels, label cassettes | 1 | 11/11/2015 | 127.75 | .00 | 127.75 | 50995 | 12/04/2015 |
| | | 68961 | Name plates for Peter Hen | 1 | 11/18/2015 | 36.45 | .00 | 36.45 | 50995 | 12/04/2015 |
| Total 4133: | | | | | | 419.08 | .00 | 419.08 | | |
| 4135 | NATIONAL BENEFITS AD | 509722 | 28 HRA Plan Admin fess fo | 1 | 08/31/2015 | 88.20 | .00 | 88.20 | 51018 | 12/04/2015 |
| | | 509722 | 1 - FSA plan administration | 2 | 08/31/2015 | 75.00 | .00 | 75.00 | 51018 | 12/04/2015 |
| | | 512251 | 28 HRA Plan Admin fees fo | 1 | 09/30/2015 | 88.20 | .00 | 88.20 | 51018 | 12/04/2015 |
| | | 512251 | 1 - FSA plan administration | 2 | 09/30/2015 | 75.00 | .00 | 75.00 | 51018 | 12/04/2015 |
| | | 515131 | 29 HRA Plan Admin fees fo | 1 | 10/31/2015 | 91.35 | .00 | 91.35 | 51018 | 12/04/2015 |
| | | 515131 | 1 - FSA plan administration | 2 | 10/31/2015 | 75.00 | .00 | 75.00 | 51018 | 12/04/2015 |
| | | 517411 | 1 - FSA plan administration | 1 | 11/30/2015 | 75.00 | .00 | 75.00 | 51058 | 12/16/2015 |
| | | 517411 | 29 HRA Plan Admin fess fo | 2 | 11/30/2015 | 91.35 | .00 | 91.35 | 51058 | 12/16/2015 |
| Total 4135: | | | | | | 659.10 | .00 | 659.10 | | |
| 4243 | KETCHUM COMPUTERS | 12153 | Computer Support - 10/16/ | 1 | 11/02/2015 | 718.75 | .00 | 718.75 | 51012 | 12/04/2015 |
| | | 12198 | Computer Support - 11/1/1 | 1 | 11/16/2015 | 2,312.50 | .00 | 2,312.50 | 51012 | 12/04/2015 |
| Total 4243: | | | | | | 3,031.25 | .00 | 3,031.25 | | |
| 4288 | GRANICUS, INC. | 66473 | Monthly Service July, 2015 | 1 | 07/15/2015 | 601.12 | .00 | 601.12 | 51054 | 12/16/2015 |
| Total 4288: | | | | | | 601.12 | .00 | 601.12 | | |
| 4293 | KING, ADAM ATTORNEY | 92542 | Legal Services - Confidenti | 1 | 11/20/2015 | 700.00 | .00 | 700.00 | 51013 | 12/04/2015 |
| | | 92543 | Legal Services - General C | 1 | 11/20/2015 | 2,286.13 | .00 | 2,286.13 | 51013 | 12/04/2015 |
| | | 92544 | Legal Services - Public Mat | 1 | 11/20/2015 | 1,365.00 | .00 | 1,365.00 | 51013 | 12/04/2015 |

| Vendor Number | Name | Invoice Number | Description | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|----------------------|----------------|-----------------------------|-----|--------------|----------------|-----------------|--------------|--------------|------------------|
| Total 4293: | | | | | | 4,351.13 | .00 | 4,351.13 | | |
| 4339 | STOREY, SLATER | 111615 | Per diem and mileage reim | 1 | 11/16/2015 | 334.65 | .00 | 334.65 | 51032 | 12/04/2015 |
| Total 4339: | | | | | | 334.65 | .00 | 334.65 | | |
| 4369 | ZERO WASTE USA, INC | 89416 | Dog waste bags for path sy | 1 | 10/16/2015 | 391.93 | .00 | 391.93 | 51042 | 12/04/2015 |
| Total 4369: | | | | | | 391.93 | .00 | 391.93 | | |
| 4394 | MOUNTAIN HOME AUTO | FF6030 | Purchase and trade in for 2 | 1 | 11/09/2015 | 31,391.66 | .00 | 31,391.66 | 51016 | 12/04/2015 |
| Total 4394: | | | | | | 31,391.66 | .00 | 31,391.66 | | |
| 4403 | GREAT AMERICA FINAN | 17856943 | Sharp Copier Lease - Admi | 1 | 11/16/2015 | 105.00 | .00 | 105.00 | 51055 | 12/16/2015 |
| | | 17924052 | Sharp Copier Lease - Admi | 1 | 11/26/2015 | 199.00 | .00 | 199.00 | 51055 | 12/16/2015 |
| | | 17924053 | Copier lease - Police | 1 | 11/26/2015 | 89.00 | .00 | 89.00 | 51055 | 12/16/2015 |
| Total 4403: | | | | | | 393.00 | .00 | 393.00 | | |
| 4404 | CARL BROWNING | 304 | Street sweeper winter stora | 1 | 11/01/2015 | 1,250.00 | .00 | 1,250.00 | 50989 | 12/04/2015 |
| Total 4404: | | | | | | 1,250.00 | .00 | 1,250.00 | | |
| 4458 | FREIGHTLINER OF IDAH | 179204 | Oshkosh oil filters | 1 | 10/27/2015 | 175.63 | .00 | 175.63 | 51004 | 12/04/2015 |
| | | 179634 | Oshkosh warning lights | 1 | 11/10/2015 | 216.36 | .00 | 216.36 | 51004 | 12/04/2015 |
| | | 180087 | Toolcat oil | 1 | 11/10/2015 | 15.90 | .00 | 15.90 | 51004 | 12/04/2015 |
| | | CM178346 | Credit | 1 | 10/21/2015 | 36.00- | .00 | 36.00- | 51004 | 12/04/2015 |
| Total 4458: | | | | | | 371.89 | .00 | 371.89 | | |
| 4467 | SUN VALLEY MARKETIN | 090115 | September 2015 - per cont | 1 | 09/30/2015 | 16,383.21 | .00 | 16,383.21 | 51035 | 12/04/2015 |
| | | 090115 | September 2015 - Credit to | 2 | 09/30/2015 | 4,764.07- | .00 | 4,764.07- | 51035 | 12/04/2015 |
| Total 4467: | | | | | | 11,619.14 | .00 | 11,619.14 | | |
| 4485 | BLAINE COUNTY EMERG | 249 | Emergency communication | 1 | 10/29/2015 | 93,656.00 | .00 | 93,656.00 | 50987 | 12/04/2015 |
| Total 4485: | | | | | | 93,656.00 | .00 | 93,656.00 | | |
| 4489 | LOCAL HIGHWAY TECH | T2-110415-1 | Training courses for Teren | 1 | 11/04/2015 | 120.00 | .00 | 120.00 | 51015 | 12/04/2015 |
| Total 4489: | | | | | | 120.00 | .00 | 120.00 | | |
| 4572 | WHITE CLOUD COMMUNI | 82731. | Antennas for (2) plow truck | 1 | 09/25/2015 | 267.91 | .00 | 267.91 | 51041 | 12/04/2015 |
| Total 4572: | | | | | | 267.91 | .00 | 267.91 | | |
| 4579 | ROAD SOLUTIONS | 21470 | 13 tons mag chloride | 1 | 11/17/2015 | 2,544.39 | .00 | 2,544.39 | 51029 | 12/04/2015 |
| Total 4579: | | | | | | 2,544.39 | .00 | 2,544.39 | | |
| 4598 | TREASURE VALLEY COF | 2160:042613 | Coffee for Admin | 1 | 11/10/2015 | 36.25 | .00 | 36.25 | 51038 | 12/04/2015 |
| | | 2160:042613 | Coffee for Police Departme | 2 | 11/10/2015 | 36.25 | .00 | 36.25 | 51038 | 12/04/2015 |
| | | 2160:042613 | Coffee for Fire Department | 3 | 11/10/2015 | 36.25 | .00 | 36.25 | 51038 | 12/04/2015 |
| | | 2160:042613 | Coffee for Community Dev | 4 | 11/10/2015 | 36.25 | .00 | 36.25 | 51038 | 12/04/2015 |

| Vendor Number | Name | Invoice Number | Description | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|----------------------------|----------------|-------------------------------|-----|--------------|----------------|-----------------|--------------|--------------|------------------|
| | | 2160:042613 | Coffee for Streets Departm | 5 | 11/10/2015 | 36.25 | .00 | 36.25 | 51038 | 12/04/2015 |
| Total 4598: | | | | | | 181.25 | .00 | 181.25 | | |
| 4623 | CASCADE FIRE EQUIPM | 70500 | Hose couplings for engine | 1 | 10/15/2015 | 219.72 | .00 | 219.72 | 50990 | 12/04/2015 |
| Total 4623: | | | | | | 219.72 | .00 | 219.72 | | |
| 4631 | INREACH | DL08637335 | Monthly dues back country | 1 | 11/07/2015 | 187.76 | .00 | 187.76 | 51008 | 12/04/2015 |
| Total 4631: | | | | | | 187.76 | .00 | 187.76 | | |
| 4636 | ASSOCIATED CONSTRU | 15-650 | Gutter repair at City Hall (C | 1 | 10/30/2015 | 339.88 | .00 | 339.88 | 50985 | 12/04/2015 |
| Total 4636: | | | | | | 339.88 | .00 | 339.88 | | |
| 4679 | SUN VALLEY AIR SERVIC | 093015 | September 2015 1% Air Se | 1 | 09/30/2015 | 23,510.80 | .00 | 23,510.80 | 50982 | 11/30/2015 |
| | | 093015 | Direct cost deduction | 2 | 09/30/2015 | 512.69- | .00 | 512.69- | 50982 | 11/30/2015 |
| | | 110115 | October 2015 1% Air Servi | 1 | 12/15/2015 | 23,617.42 | .00 | 23,617.42 | 51051 | 12/15/2015 |
| | | 110115 | Direct cost deduction | 2 | 12/15/2015 | 572.50- | .00 | 572.50- | 51051 | 12/15/2015 |
| Total 4679: | | | | | | 46,043.03 | .00 | 46,043.03 | | |
| 4683 | JEROME PETERBILT | 149975 | Air system | 1 | 10/20/2015 | 29.16 | .00 | 29.16 | 51011 | 12/04/2015 |
| | | 150000 | Parts to repair lighting harn | 1 | 10/21/2015 | 52.39 | .00 | 52.39 | 51011 | 12/04/2015 |
| Total 4683: | | | | | | 81.55 | .00 | 81.55 | | |
| 4698 | PRO-Vision | 273071 | Cable for interview room ca | 1 | 11/10/2015 | 111.68 | .00 | 111.68 | 51027 | 12/04/2015 |
| Total 4698: | | | | | | 111.68 | .00 | 111.68 | | |
| 4703 | O'REILLY AUTO PARTS | 102815 | Engine diagnostic | 1 | 10/16/2015 | 278.92 | .00 | 278.92 | 51024 | 12/04/2015 |
| Total 4703: | | | | | | 278.92 | .00 | 278.92 | | |
| 4730 | VALLEY CO-OPS OMC/ | 8248/9 | Work boots for B. Whitesell | 1 | 11/03/2015 | 159.99 | .00 | 159.99 | 51039 | 12/04/2015 |
| Total 4730: | | | | | | 159.99 | .00 | 159.99 | | |
| 4742 | WEBER, ALISSA | 111715 | Reimburse for travel to AIC | 1 | 11/17/2015 | 78.78 | .00 | 78.78 | 51040 | 12/04/2015 |
| Total 4742: | | | | | | 78.78 | .00 | 78.78 | | |
| 4779 | Ole Dan Tucker Fence Co. | 110615 | Repair fence at Festival Me | 1 | 10/06/2015 | 306.00 | .00 | 306.00 | 51021 | 12/04/2015 |
| Total 4779: | | | | | | 306.00 | .00 | 306.00 | | |
| 4780 | International Code Council | 0942588 | International Building Code | 1 | 09/25/2015 | 800.80 | .00 | 800.80 | 51009 | 12/04/2015 |
| Total 4780: | | | | | | 800.80 | .00 | 800.80 | | |
| 4781 | Stocking, Kim | 112515 | Holiday Party entertainmen | 1 | 11/25/2015 | 750.00 | .00 | 750.00 | 51031 | 12/04/2015 |
| | | 112515 | Holiday Party entertainmen | 2 | 11/25/2015 | 150.00 | .00 | 150.00 | 51031 | 12/04/2015 |
| Total 4781: | | | | | | 900.00 | .00 | 900.00 | | |

| Vendor Number | Name | Invoice Number | Description | Seq | Invoice Date | Invoice Amount | Discount Amount | Check Amount | Check Number | Check Issue Date |
|---------------|------|----------------|-------------|-----|--------------|-------------------|-----------------|-------------------|--------------|------------------|
| Grand Totals: | | | | | | <u>256,025.89</u> | <u>.00</u> | <u>256,025.89</u> | | |

Report Criteria:

Detail report type printed

Vendor.Name = {NOT LIKE} "%WELLS FARGO%"

CITY OF SUN VALLEY
 COMBINED CASH INVESTMENT
 NOVEMBER 30, 2015

COMBINED CASH ACCOUNTS

| | | |
|------------|--------------------------------|-----------------|
| 01-102-000 | CASH-CHECKING-GEN-WELLS FARGO | 290,107.25 |
| 01-102-003 | CREDIT CARD-GEN-WELLS FARGO | 691.41 |
| 01-103-000 | PETTY CASH | 134.00 |
| 01-110-100 | RETURNED CHECKS CLEARING | 10.00 |
| 01-110-200 | BUSINESS TAX CLEARING | (2,565.99) |
| 01-151-000 | INVESTEMENT - IDAHO STATE POOL | 2,948,825.42 |
| 01-151-002 | FAIRWAY BOND - ID INVEST POOL | 3,585.82 |
| 01-151-008 | INVESTEMENT - WELLS FARGO | 500,000.00 |
| | TOTAL COMBINED CASH | 3,740,787.91 |
| 01-101-000 | CASH ALLOCATED TO OTHER FUNDS | (3,740,787.91) |
| | TOTAL UNALLOCATED CASH | .00 |

CASH ALLOCATION RECONCILIATION

| | | |
|----|--|-----------------|
| 10 | ALLOCATION TO GENERAL FUND | 3,930,776.29 |
| 29 | ALLOCATION TO FIXED ASSET REPLACEMENT FUND | (790,224.44) |
| 30 | ALLOCATION TO DEBT SERVICE FUND | 9,521.91 |
| 40 | ALLOCATION TO LAND ACQUISTION FUND | 371,763.43 |
| 42 | ALLOCATION TO WORKFORCE HOUSING FUND | 150,991.94 |
| 50 | ALLOCATION TO CAPITAL IMPROVEMENT FUND | (54,274.11) |
| 52 | ALLOCATION TO SPF | 122,232.89 |
| | TOTAL ALLOCATIONS TO OTHER FUNDS | 3,740,787.91 |
| | ALLOCATION FROM COMBINED CASH FUND - 01-101000 | (3,740,787.91) |
| | ZERO PROOF IF ALLOCATIONS BALANCE | .00 |

CITY OF SUN VALLEY
BALANCE SHEET
NOVEMBER 30, 2015

GENERAL FUND

ASSETS

| | | | |
|------------|--------------------------------|--------------|----------------------------|
| 10-101-000 | CASH - COMBINED FUND | 3,930,776.29 | |
| 10-105-000 | TAXES RECEIVABLE - CURRENT | 30,456.00 | |
| 10-107-000 | TAXES RECEIVABLE - DELINQUENT | 616.65 | |
| 10-108-000 | LOCAL OPTION TAXES- RECEIVABLE | 98,451.07 | |
| 10-115-000 | OTHER ACCOUNTS RECEIVABLE | 5,272.54 | |
| 10-120-000 | DUE FROM OTHER GOVERNMENTS | 175,341.00 | |
| | | | |
| | TOTAL ASSETS | | <u><u>4,240,913.55</u></u> |

LIABILITIES AND EQUITY

LIABILITIES

| | | | |
|------------|--------------------------------|-------------|------------|
| 10-203-000 | ACCOUNTS PAYABLE | 72,799.06 | |
| 10-213-000 | SALES TAX PAYABLE | 55,820.88 | |
| 10-216-000 | SALARIES & WAGES PAYABLE | 85,905.09 | |
| 10-217-100 | FICA PAYABLE | (2,104.42) | |
| 10-217-200 | FEDERAL WITHHOLDING PAYABLE | 7,156.21 | |
| 10-217-300 | STATE WITHHOLDING PAYABLE | 16,120.08 | |
| 10-217-400 | WORKERS COMPENSATION PAYABLE | 32,145.65 | |
| 10-217-450 | RETIREMENT (PERS) PAYABLE | 3,093.50 | |
| 10-217-550 | HEALTH INSURANCE PAYABLE | 20,074.68 | |
| 10-217-600 | LIFE INSURANCE PAYABLE | 25.52 | |
| 10-217-700 | GARNISHMENT PAYABLE | (4,545.08) | |
| 10-217-750 | EVENT PERMIT DEPOSIT PAYABLE | 960.00 | |
| 10-217-900 | FLEX SPENDING PAYABLE | 1,150.00 | |
| 10-225-100 | DEFERRED REVENUE - TAXES, PROP | 18,927.77 | |
| | | | |
| | TOTAL LIABILITIES | | 307,528.94 |

FUND EQUITY

| | | | |
|------------|---------------------------------|--------------|----------------------------|
| 10-260-000 | FUND BALANCE - RESERVED | 1,271,633.00 | |
| | | | |
| | UNAPPROPRIATED FUND BALANCE: | | |
| 10-271-000 | FUND BALANCE - BEGINNING OF YR | 2,746,785.07 | |
| | REVENUE OVER EXPENDITURES - YTD | (85,033.46) | |
| | | | |
| | BALANCE - CURRENT DATE | 2,661,751.61 | |
| | | | |
| | TOTAL FUND EQUITY | | <u><u>3,933,384.61</u></u> |
| | | | |
| | TOTAL LIABILITIES AND EQUITY | | <u><u>4,240,913.55</u></u> |

CITY OF SUN VALLEY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|---|------------------|-------------------|---------------------|---------------------|-------------|
| <u>GENERAL PROPERTY TAXES</u> | | | | | |
| 10-311-100 GENERAL PROPERTY TAXES REAL | .00 | 2,570.01 | 2,453,848.00 | 2,451,277.99 | .1 |
| 10-311-300 PROPERTY TAXES INEREST&PENALTY | 282.07 | 660.76 | 10,000.00 | 9,339.24 | 6.6 |
| TOTAL GENERAL PROPERTY TAXES | 282.07 | 3,230.77 | 2,463,848.00 | 2,460,617.23 | .1 |
| <u>LOCAL OPTION TAXES</u> | | | | | |
| 10-313-100 LOCAL OPTION TAX - LIQUOR 3% | 5,368.96 | 14,315.78 | 60,000.00 | 45,684.22 | 23.9 |
| 10-313-200 LOCAL OPTION TAX - LODGING 3% | 25,747.74 | 80,220.66 | 470,000.00 | 389,779.34 | 17.1 |
| 10-313-300 LOCAL OPTION TAX - RETAIL 3% | 35,747.21 | 120,502.83 | 690,000.00 | 569,497.17 | 17.5 |
| 10-313-600 LOCAL OPTION TAX - AIR SER 1% | 24,011.12 | 79,253.10 | 406,667.00 | 327,413.90 | 19.5 |
| 10-313-700 PENALTIES & INTEREST - L.O.T. | 37.98 | 39.56 | 500.00 | 460.44 | 7.9 |
| TOTAL LOCAL OPTION TAXES | 90,913.01 | 294,331.93 | 1,627,167.00 | 1,332,835.07 | 18.1 |
| <u>BUSINESS & FRANCHISE TAXES</u> | | | | | |
| 10-316-110 GAS FRANCHISE | 5,842.08 | 22,346.81 | 70,000.00 | 47,653.19 | 31.9 |
| 10-316-120 CABLE FRANCHISE | 14,968.42 | 14,968.42 | 55,000.00 | 40,031.58 | 27.2 |
| TOTAL BUSINESS & FRANCHISE TAXES | 20,810.50 | 37,315.23 | 125,000.00 | 87,684.77 | 29.9 |
| <u>BUSINESS LICENSES & PERMITS</u> | | | | | |
| 10-321-100 BEER, LIQUOR & WINE LICENSES | .00 | .00 | 2,000.00 | 2,000.00 | .0 |
| 10-321-200 MUNICIPAL TAX PERMITS | 10.00 | 50.00 | 300.00 | 250.00 | 16.7 |
| 10-321-300 TEMP MUNICIPAL TAX PERMITS | .00 | .00 | 2,000.00 | 2,000.00 | .0 |
| TOTAL BUSINESS LICENSES & PERMITS | 10.00 | 50.00 | 4,300.00 | 4,250.00 | 1.2 |
| <u>NON-BUSINESS LICENSES & PERMIT</u> | | | | | |
| 10-322-110 BUILDING PERMITS | 3,105.17 | 18,620.43 | 200,000.00 | 181,379.57 | 9.3 |
| TOTAL NON-BUSINESS LICENSES & PERMIT | 3,105.17 | 18,620.43 | 200,000.00 | 181,379.57 | 9.3 |
| <u>STATE OF IDAHO SHARED REVENUES</u> | | | | | |
| 10-335-100 STATE LIQUOR APPORTIONMENT | .00 | 552.00 | 2,208.00 | 1,656.00 | 25.0 |
| 10-335-500 STATE SALES TAX | .00 | 171,404.92 | 722,454.00 | 551,049.08 | 23.7 |
| TOTAL STATE OF IDAHO SHARED REVENUES | .00 | 171,956.92 | 724,662.00 | 552,705.08 | 23.7 |

CITY OF SUN VALLEY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|--|-------------------|-------------------|---------------------|---------------------|--------------|
| <u>GENERAL GOVERNMENT</u> | | | | | |
| 10-341-100 ENGINEERING REIMBURSABLES | .00 | 1,335.00 | 10,000.00 | 8,665.00 | 13.4 |
| 10-341-110 APPLICATION FEES | 125.00 | 850.00 | 10,000.00 | 9,150.00 | 8.5 |
| 10-341-120 PUBLIC NOTICE REIMBURSABLES | .00 | .00 | 3,000.00 | 3,000.00 | .0 |
| TOTAL GENERAL GOVERNMENT | 125.00 | 2,185.00 | 23,000.00 | 20,815.00 | 9.5 |
| <u>FINES</u> | | | | | |
| 10-361-901 TRAFFIC FINES | .00 | 178.00 | 500.00 | 322.00 | 35.6 |
| 10-361-902 MOTOR VEHICLE TAX | 210.60 | 310.95 | 6,000.00 | 5,689.05 | 5.2 |
| TOTAL FINES | 210.60 | 488.95 | 6,500.00 | 6,011.05 | 7.5 |
| <u>INTEREST EARNINGS</u> | | | | | |
| 10-371-100 INTEREST REVENUES | .00 | 582.39 | 4,000.00 | 3,417.61 | 14.6 |
| TOTAL INTEREST EARNINGS | .00 | 582.39 | 4,000.00 | 3,417.61 | 14.6 |
| <u>MISCELLANEOUS</u> | | | | | |
| 10-379-252 POLICE TRUST ACCOUNT | .00 | .00 | 8,500.00 | 8,500.00 | .0 |
| 10-379-260 FIRE TRUST ACCOUNT | .00 | .00 | 8,500.00 | 8,500.00 | .0 |
| 10-379-300 OTHER REVENUES | 2,578.67 | 14,728.02 | 30,000.00 | 15,271.98 | 49.1 |
| 10-379-301 WILDLAND REIMBURSEMENTS | 9,145.43 | 78,727.55 | 20,000.00 | (58,727.55) | 393.6 |
| TOTAL MISCELLANEOUS | 11,724.10 | 93,455.57 | 67,000.00 | (26,455.57) | 139.5 |
| <u>TRANSFER FROM RESERVES</u> | | | | | |
| 10-381-001 TRANS FROM FUND BALANCE | .00 | .00 | 16,604.00 | 16,604.00 | .0 |
| TOTAL TRANSFER FROM RESERVES | .00 | .00 | 16,604.00 | 16,604.00 | .0 |
| TOTAL FUND REVENUE | 127,180.45 | 622,217.19 | 5,262,081.00 | 4,639,863.81 | 11.8 |

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|------------------|-------------------|---------------------|-------------------|-------------|
| <u>LEGISLATIVE</u> | | | | | |
| 10-411-110 SALARIES AND WAGES | 4,750.00 | 9,335.40 | 69,000.00 | 59,664.60 | 13.5 |
| 10-411-210 FICA CONTRIBUTION | 303.94 | 607.88 | 5,279.00 | 4,671.12 | 11.5 |
| 10-411-220 RETIREMENT CONTRIBUTION | 537.70 | 1,075.40 | 7,810.00 | 6,734.60 | 13.8 |
| 10-411-240 WORKERS COMPENSATION | 11.88 | 23.76 | 300.00 | 276.24 | 7.9 |
| 10-411-250 HEALTH INSURANCE | 1,684.28 | 1,700.01 | 47,017.00 | 45,316.99 | 3.6 |
| 10-411-429 PROFESSIONAL FEES | .00 | 1,202.24 | 7,500.00 | 6,297.76 | 16.0 |
| 10-411-474 TRAVEL FOR LEGAL PROCEEDINGS | .00 | .00 | 2,500.00 | 2,500.00 | .0 |
| 10-411-475 MEETINGS, CONVENTIONS & CONF. | .00 | 271.62 | 2,500.00 | 2,228.38 | 10.9 |
| 10-411-476 CITY FUNCTIONS | .00 | .00 | 2,700.00 | 2,700.00 | .0 |
| 10-411-689 MARKETING SERVICES | 11,619.14 | 11,619.14 | 275,000.00 | 263,380.86 | 4.2 |
| 10-411-692 ECONOMIC DEV/CULTURAL INFO SER | .00 | 8,500.00 | 8,500.00 | .00 | 100.0 |
| 10-411-694 PUBLIC TRANSIT SERVICES | .00 | .00 | 265,000.00 | 265,000.00 | .0 |
| 10-411-740 OFFICE FURNITURE & EQUIPMENT | .00 | .00 | 1,500.00 | 1,500.00 | .0 |
| 10-411-850 AIR SERVICE 1% LOT | 22,998.11 | 93,231.04 | 399,443.00 | 306,211.96 | 23.3 |
| TOTAL LEGISLATIVE | 41,905.05 | 127,566.49 | 1,094,049.00 | 966,482.51 | 11.7 |

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|------------------|------------------|-------------------|-------------------|-------------|
| <u>ADMINISTRATION</u> | | | | | |
| 10-415-110 SALARIES AND WAGES | 24,999.00 | 47,931.26 | 321,643.00 | 273,711.74 | 14.9 |
| 10-415-120 MERIT INCREASES ALL CLASS EMPL | .00 | .00 | 55,040.00 | 55,040.00 | .0 |
| 10-415-200 PHYSICAL INCENTIVE PROGRAM | .00 | .00 | 1,600.00 | 1,600.00 | .0 |
| 10-415-210 FICA CONTRIBUTION | 1,873.54 | 3,611.45 | 28,816.00 | 25,204.55 | 12.5 |
| 10-415-220 RETIREMENT CONTRIBUTION | 2,829.89 | 5,460.12 | 42,641.00 | 37,180.88 | 12.8 |
| 10-415-240 WORKERS COMPENSATION | 196.98 | 403.42 | 3,000.00 | 2,596.58 | 13.5 |
| 10-415-250 HEALTH INSURANCE | 3,048.49 | 6,252.69 | 49,324.00 | 43,071.31 | 12.7 |
| 10-415-260 LIFE INSURANCE | 110.40 | 220.80 | 2,700.00 | 2,479.20 | 8.2 |
| 10-415-280 STATE UNEMPLOYMENT | 60.00 | 60.00 | .00 | (60.00) | .0 |
| 10-415-310 OFFICE SUPPLIES | 566.21 | 733.11 | 12,500.00 | 11,766.89 | 5.9 |
| 10-415-315 JANITORIAL SUPPLIES | 214.62 | 422.79 | 1,200.00 | 777.21 | 35.2 |
| 10-415-350 MOTOR FUELS & LUBRICANTS | .00 | .00 | 150.00 | 150.00 | .0 |
| 10-415-370 POSTAGE | .00 | .00 | 1,600.00 | 1,600.00 | .0 |
| 10-415-420 PROFESSIONAL FEES | 3.50 | 3.50 | 4,000.00 | 3,996.50 | .1 |
| 10-415-421 AUDIT | .00 | .00 | 14,000.00 | 14,000.00 | .0 |
| 10-415-425 ATTORNEY FEES | 4,351.13 | 11,686.77 | 50,452.00 | 38,765.23 | 23.2 |
| 10-415-426 ATTORNEY FEES-SPECIAL COUNSEL | .00 | .00 | 35,000.00 | 35,000.00 | .0 |
| 10-415-427 COMPUTER CONSULTANTS | 3,031.25 | 4,281.25 | 30,000.00 | 25,718.75 | 14.3 |
| 10-415-435 WEBSITE | .00 | .00 | 1,000.00 | 1,000.00 | .0 |
| 10-415-440 ADVERTISING & LEGAL PUBLISHING | .00 | .00 | 4,000.00 | 4,000.00 | .0 |
| 10-415-465 INSURANCE - LIABILITY FUND | .00 | .00 | 95,622.00 | 95,622.00 | .0 |
| 10-415-470 TRAVEL, TRAINING & MEETINGS | 333.78 | 813.56 | 9,000.00 | 8,186.44 | 9.0 |
| 10-415-476 CITY FUNCTIONS | 750.00 | 750.00 | 7,500.00 | 6,750.00 | 10.0 |
| 10-415-480 DUES/SUBSCRIPTIONS/MEMBERSHIPS | 553.67 | 1,107.34 | 17,082.00 | 15,974.66 | 6.5 |
| 10-415-500 CUSTODIAL & CLEANING SERVICES | 1,170.00 | 1,170.00 | 15,000.00 | 13,830.00 | 7.8 |
| 10-415-510 TELEPHONE & COMMUNICATIONS | 91.13 | 1,481.14 | 15,000.00 | 13,518.86 | 9.9 |
| 10-415-521 UTILITIES | 894.70 | 2,078.44 | 30,000.00 | 27,921.56 | 6.9 |
| 10-415-540 RENTAL - OFFICE FURN & EQUIP | .00 | 379.67 | 3,000.00 | 2,620.33 | 12.7 |
| 10-415-580 REPAIR/MAINT - OFFICE FURN/EQ | .00 | .00 | 1,000.00 | 1,000.00 | .0 |
| 10-415-585 REPAIR & MAINT - BUILDINGS | .00 | .00 | 2,000.00 | 2,000.00 | .0 |
| 10-415-600 REPAIR/MAINT - AUTOMOTIVE EQ | .00 | .00 | 500.00 | 500.00 | .0 |
| 10-415-680 BANK CHARGES | .00 | .00 | 1,800.00 | 1,800.00 | .0 |
| 10-415-740 OFFICE EQPMT, COMPUTER EQPMT | .00 | .00 | 5,268.00 | 5,268.00 | .0 |
| TOTAL ADMINISTRATION | 45,078.29 | 88,847.31 | 861,438.00 | 772,590.69 | 10.3 |

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|---------------|------------|------------|------------|-------|
| <u>COMMUNITY DEVELOPMENT</u> | | | | | |
| 10-418-110 SALARIES AND WAGES | 19,399.96 | 37,233.82 | 225,522.00 | 188,288.18 | 16.5 |
| 10-418-140 SALARIES AND WAGES-TEMP EMPLOY | 1,716.13 | 3,275.22 | 41,230.00 | 37,954.78 | 7.9 |
| 10-418-200 PHYSICAL INCENTIVE PROGRAM | .00 | .00 | 1,600.00 | 1,600.00 | .0 |
| 10-418-210 FICA CONTRIBUTION | 1,684.57 | 3,208.59 | 20,407.00 | 17,198.41 | 15.7 |
| 10-418-220 RETIREMENT CONTRIBUTION | 2,931.02 | 5,172.41 | 25,529.00 | 20,356.59 | 20.3 |
| 10-418-240 WORKERS COMPENSATION | 246.22 | 435.89 | 2,700.00 | 2,264.11 | 16.1 |
| 10-418-250 HEALTH INSURANCE | 1,556.40 | 2,945.14 | 28,410.00 | 25,464.86 | 10.4 |
| 10-418-285 EXPENSE REIMBURSEMENT | 1,000.00 | 5,400.00 | 21,000.00 | 15,600.00 | 25.7 |
| 10-418-290 PLANNING BUS EXP | .00 | .00 | 1,000.00 | 1,000.00 | .0 |
| 10-418-310 OFFICE SUPPLIES | 36.25 | 263.14 | 4,500.00 | 4,236.86 | 5.9 |
| 10-418-350 MOTOR FUELS & LUBRICANTS | .00 | 131.40 | 3,000.00 | 2,868.60 | 4.4 |
| 10-418-420 PROFESSIONAL FEES | .00 | .00 | 10,000.00 | 10,000.00 | .0 |
| 10-418-422 ENGINEERING | 747.09 | 747.09 | 10,000.00 | 9,252.91 | 7.5 |
| 10-418-423 CONTRACT LABOR | .00 | .00 | 31,000.00 | 31,000.00 | .0 |
| 10-418-437 COMP PLAN | .00 | .00 | 3,000.00 | 3,000.00 | .0 |
| 10-418-440 ADVERTISING & LEGAL PUBLISHING | .00 | .00 | 10,000.00 | 10,000.00 | .0 |
| 10-418-470 TRAVEL, TRAINING & MEETINGS | .00 | .00 | 8,500.00 | 8,500.00 | .0 |
| 10-418-480 DUES/SUBSCRIPTIONS/MEMBERSHIPS | 800.80 | 800.80 | 2,000.00 | 1,199.20 | 40.0 |
| 10-418-510 TELEPHONE & COMMUNICATIONS | .00 | 66.00 | 1,500.00 | 1,434.00 | 4.4 |
| 10-418-600 REPAIR/MAINT - AUTOMOTIVE EQ | 23.00 | 130.46 | 3,000.00 | 2,869.54 | 4.4 |
| 10-418-740 OFFICE FURNITURE & EQUIPMENT | .00 | .00 | 3,500.00 | 3,500.00 | .0 |
| | <hr/> | <hr/> | <hr/> | <hr/> | <hr/> |
| TOTAL COMMUNITY DEVELOPMENT | 30,141.44 | 59,809.96 | 457,398.00 | 397,588.04 | 13.1 |
| | | | | | |
| <u>OTHER GENERAL GOVERNMENT</u> | | | | | |
| 10-419-800 CONTINGENCY | .00 | .00 | 50,000.00 | 50,000.00 | .0 |
| | <hr/> | <hr/> | <hr/> | <hr/> | <hr/> |
| TOTAL OTHER GENERAL GOVERNMENT | .00 | .00 | 50,000.00 | 50,000.00 | .0 |

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|-------------------|-------------------|---------------------|-------------------|-------------|
| <u>POLICE DEPARTMENT</u> | | | | | |
| 10-421-110 SALARIES AND WAGES | 49,424.36 | 103,825.01 | 681,183.00 | 577,357.99 | 15.2 |
| 10-421-122 OVERTIME SALARIES | 1,583.22 | 2,659.65 | 30,000.00 | 27,340.35 | 8.9 |
| 10-421-200 PHYSICAL INCENTIVE PROGRAM | 205.64 | 205.64 | 4,400.00 | 4,194.36 | 4.7 |
| 10-421-210 FICA CONTRIBUTION | 3,982.53 | 8,105.06 | 54,405.00 | 46,299.94 | 14.9 |
| 10-421-220 RETIREMENT CONTRIBUTION | 5,359.86 | 10,800.43 | 82,924.00 | 72,123.57 | 13.0 |
| 10-421-240 WORKERS COMPENSATION | 1,644.30 | 3,357.28 | 21,000.00 | 17,642.72 | 16.0 |
| 10-421-250 HEALTH INSURANCE | 10,132.21 | 16,989.57 | 135,707.00 | 118,717.43 | 12.5 |
| 10-421-310 OFFICE SUPPLIES | 265.37 | 426.86 | 1,800.00 | 1,373.14 | 23.7 |
| 10-421-315 JANITORIAL SUPPLIES | .00 | 47.28 | 800.00 | 752.72 | 5.9 |
| 10-421-320 OPERATING SUPPLIES | 111.68 | 111.68 | 4,000.00 | 3,888.32 | 2.8 |
| 10-421-321 POLICE TRUST ACCOUNT | .00 | .00 | 5,000.00 | 5,000.00 | .0 |
| 10-421-340 MINOR EQUIPMENT | .00 | .00 | 10,000.00 | 10,000.00 | .0 |
| 10-421-345 SAFETY EQUIPMENT | .00 | .00 | 500.00 | 500.00 | .0 |
| 10-421-347 RECORDS MGT SYSEM-POL/FIRE | .00 | .00 | 20,443.00 | 20,443.00 | .0 |
| 10-421-348 COMM-POLICE/FIRE DISPATCH | 93,656.00 | 93,656.00 | 96,656.00 | 3,000.00 | 96.9 |
| 10-421-350 MOTOR FUELS & LUBRICANTS | 664.41 | 1,759.13 | 14,500.00 | 12,740.87 | 12.1 |
| 10-421-370 POSTAGE | .00 | 6.59 | 200.00 | 193.41 | 3.3 |
| 10-421-424 MEDICAL SERVICES | .00 | .00 | 500.00 | 500.00 | .0 |
| 10-421-426 INVESTIGATIVE EXPERT SERVICES | .00 | .00 | 2,500.00 | 2,500.00 | .0 |
| 10-421-428 PROSECUTION OF MISDEMEANORS | .00 | 11,950.50 | 23,901.00 | 11,950.50 | 50.0 |
| 10-421-470 TRAVEL, TRAINING & MEETINGS | 546.36 | 1,350.38 | 15,000.00 | 13,649.62 | 9.0 |
| 10-421-480 DUES/SUBSCRIPTIONS/MEMBERSHIPS | .00 | 3.75 | 4,000.00 | 3,996.25 | .1 |
| 10-421-493 PHYSICAL EXAMINATIONS | .00 | .00 | 500.00 | 500.00 | .0 |
| 10-421-510 TELEPHONE & COMMUNICATIONS | .00 | .00 | 5,500.00 | 5,500.00 | .0 |
| 10-421-595 REPAIR & MAINT - EQUIPMENT | .00 | .00 | 1,000.00 | 1,000.00 | .0 |
| 10-421-600 REPAIR/MAINT - AUTOMOTIVE EQ | 843.28 | 843.28 | 5,500.00 | 4,656.72 | 15.3 |
| 10-421-610 REPAIR/MAINT - OTHER | .00 | .00 | 3,000.00 | 3,000.00 | .0 |
| 10-421-615 REPAIR/MAINT - RADIO SERVICE | .00 | .00 | 3,000.00 | 3,000.00 | .0 |
| 10-421-630 LAUNDRY | 261.50 | 261.50 | 2,250.00 | 1,988.50 | 11.6 |
| 10-421-665 UNIFORMS - POLICE | .00 | .00 | 4,500.00 | 4,500.00 | .0 |
| 10-421-695 VEHICLE TOWING | .00 | .00 | 250.00 | 250.00 | .0 |
| 10-421-753 RADIOS-HANDHELD | .00 | .00 | 5,400.00 | 5,400.00 | .0 |
| 10-421-770 ANIMAL CONTROL | .00 | .00 | 2,500.00 | 2,500.00 | .0 |
| TOTAL POLICE DEPARTMENT | 168,680.72 | 256,359.59 | 1,242,819.00 | 986,459.41 | 20.6 |

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|------------------|-------------------|-------------------|-------------------|-------------|
| <u>FIRE DEPARTMENT</u> | | | | | |
| 10-423-110 SALARIES AND WAGES - FTE | 30,011.72 | 60,307.81 | 373,851.00 | 313,543.19 | 16.1 |
| 10-423-120 WAGES - ON CALL FF | 4,289.50 | 9,491.25 | 87,050.00 | 77,558.75 | 10.9 |
| 10-423-122 OVERTIME SALARIES | 423.95 | 423.95 | 5,000.00 | 4,576.05 | 8.5 |
| 10-423-130 WAGES- WILDLAND | .00 | 9,538.78 | 10,000.00 | 461.22 | 95.4 |
| 10-423-145 WAGES - PT EMPLOYEE | 897.32 | 1,177.74 | 42,226.00 | 41,048.26 | 2.8 |
| 10-423-200 PHYSICAL INCENTIVE PROGRAM | .00 | .00 | 2,400.00 | 2,400.00 | .0 |
| 10-423-210 FICA CONTRIBUTION | 2,683.40 | 6,144.97 | 40,295.00 | 34,150.03 | 15.3 |
| 10-423-220 RETIREMENT CONTRIBUTION | 3,757.18 | 7,790.47 | 50,100.00 | 42,309.53 | 15.6 |
| 10-423-240 WORKERS COMP & SUPPLMTL ACCDT | 1,222.38 | 2,826.87 | 16,000.00 | 13,173.13 | 17.7 |
| 10-423-250 HEALTH INSURANCE | 4,652.45 | 9,304.90 | 77,984.00 | 68,679.10 | 11.9 |
| 10-423-310 OFFICE SUPPLIES | 36.25 | 98.15 | 3,200.00 | 3,101.85 | 3.1 |
| 10-423-315 JANITORIAL SUPPLIES | .00 | 38.81 | 1,500.00 | 1,461.19 | 2.6 |
| 10-423-320 OPERATING SUPPLIES | 226.76 | 277.16 | 10,000.00 | 9,722.84 | 2.8 |
| 10-423-325 MEDICAL SAFETY SUPPLIES | 59.52 | 59.52 | 10,000.00 | 9,940.48 | .6 |
| 10-423-340 MINOR TOOLS | .00 | 250.23 | 3,200.00 | 2,949.77 | 7.8 |
| 10-423-350 MOTOR FUELS & LUBRICANTS | 998.52 | 1,336.55 | 12,000.00 | 10,663.45 | 11.1 |
| 10-423-360 MOTOR FUELS & LUBRICANTS - WLF | .00 | .00 | 5,000.00 | 5,000.00 | .0 |
| 10-423-470 TRAVEL, TRAINING & MEETINGS | 1,102.97 | 2,730.49 | 31,600.00 | 28,869.51 | 8.6 |
| 10-423-480 DUES/SUBSCRIPTIONS/MEMBERSHIPS | .00 | 5,240.36 | 5,200.00 | (40.36) | 100.8 |
| 10-423-510 TELEPHONE & COMMUNICATIONS | 105.33 | 817.07 | 9,300.00 | 8,482.93 | 8.8 |
| 10-423-555 RENTAL - EQUIPMENT | .00 | .00 | 2,500.00 | 2,500.00 | .0 |
| 10-423-570 RENTAL - OTHER | .00 | .00 | 1,500.00 | 1,500.00 | .0 |
| 10-423-575 EQUIPMENT PURCHASE-NON CAPITAL | .00 | .00 | 12,000.00 | 12,000.00 | .0 |
| 10-423-576 TURNOUTS- REPLACEMENT & MAINT. | 38.97 | 38.97 | 12,000.00 | 11,961.03 | .3 |
| 10-423-585 REPAIR/MAINT - BUILDINGS | 84.00 | 758.00 | 5,000.00 | 4,242.00 | 15.2 |
| 10-423-590 REPAIR/MAINT - GROUNDS | .00 | .00 | 7,000.00 | 7,000.00 | .0 |
| 10-423-595 REPAIR & MAINT - EQUIPMENT | .00 | .00 | 16,000.00 | 16,000.00 | .0 |
| 10-423-600 REPAIR/MAINT - AUTOMOTIVE EQ | 1,293.73 | 1,293.73 | 21,100.00 | 19,806.27 | 6.1 |
| 10-423-615 REPAIR/MAINT - RADIO SERVICE | .00 | .00 | 5,000.00 | 5,000.00 | .0 |
| 10-423-620 RADIO AND ANTENNA LEASE | .00 | .00 | 3,400.00 | 3,400.00 | .0 |
| 10-423-630 LAUNDRY | .00 | .00 | 1,500.00 | 1,500.00 | .0 |
| 10-423-631 UNIFORMS | 563.28 | 647.38 | 12,000.00 | 11,352.62 | 5.4 |
| 10-423-635 COM AT RISK FIRE GRANT PROJECT | .00 | .00 | 5,000.00 | 5,000.00 | .0 |
| 10-423-740 OFFICE FURNITURE & EQUIPMENT | .00 | .00 | 5,900.00 | 5,900.00 | .0 |
| 10-423-910 TRAVEL & TRAINING - CE | .00 | .00 | 5,000.00 | 5,000.00 | .0 |
| 10-423-920 OFC/OPERATING SUPPLIES - CE | .00 | .00 | 1,165.00 | 1,165.00 | .0 |
| 10-423-930 TOOLS & SUPPLIES - CE | .00 | .00 | 250.00 | 250.00 | .0 |
| TOTAL FIRE DEPARTMENT | 52,447.23 | 120,593.16 | 912,221.00 | 791,627.84 | 13.2 |

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

GENERAL FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|----------------------|---------------------|---------------------|---------------------|-------------|
| <u>STREET DEPARTMENT</u> | | | | | |
| 10-431-110 SALARIES AND WAGES | 16,204.08 | 32,045.18 | 208,189.00 | 176,143.82 | 15.4 |
| 10-431-120 SALARIES & WAGES - PART TIME | .00 | .00 | 7,000.00 | 7,000.00 | .0 |
| 10-431-122 OVERTIME SALARIES | .00 | .00 | 5,000.00 | 5,000.00 | .0 |
| 10-431-200 PHYSICAL INCENTIVE PROGRAM | .00 | .00 | 1,200.00 | 1,200.00 | .0 |
| 10-431-210 FICA CONTRIBUTION | 931.66 | 2,117.67 | 17,501.00 | 15,383.33 | 12.1 |
| 10-431-220 RETIREMENT CONTRIBUTION | 1,444.14 | 3,275.31 | 25,107.00 | 21,831.69 | 13.1 |
| 10-431-240 WORKERS COMPENSATION | 660.75 | 1,528.48 | 12,000.00 | 10,471.52 | 12.7 |
| 10-431-250 HEALTH INSURANCE | 3,555.21 | 6,835.44 | 50,459.00 | 43,623.56 | 13.6 |
| 10-431-315 JANITORIAL SUPPLIES & LAUNDRY | .00 | 52.20 | 400.00 | 347.80 | 13.1 |
| 10-431-320 OPERATING SUPPLIES | 260.16 | 322.06 | 4,000.00 | 3,677.94 | 8.1 |
| 10-431-340 TOOLS & EQUIPMENT | .00 | .00 | 2,000.00 | 2,000.00 | .0 |
| 10-431-345 SAFETY EQUIPMENT | .00 | .00 | 500.00 | 500.00 | .0 |
| 10-431-350 MOTOR FUELS & LUBRICANTS | 1,138.31 | 1,138.31 | 20,000.00 | 18,861.69 | 5.7 |
| 10-431-440 ADVERTISING & LEGAL PUBLISHING | .00 | .00 | 1,000.00 | 1,000.00 | .0 |
| 10-431-470 TRAVEL, TRAINING & MEETINGS | 246.50 | 246.50 | 5,500.00 | 5,253.50 | 4.5 |
| 10-431-510 TELEPHONE SERVICE | .00 | 137.18 | 1,500.00 | 1,362.82 | 9.2 |
| 10-431-536 SANDING/MAG CHLORIDE | 2,717.19 | 2,717.19 | 14,000.00 | 11,282.81 | 19.4 |
| 10-431-555 RENTAL - EQUIPMENT | .00 | .00 | 1,000.00 | 1,000.00 | .0 |
| 10-431-570 RENT/LEASE - SNOW REMOVAL EQ. | .00 | .00 | 1,000.00 | 1,000.00 | .0 |
| 10-431-591 REPAIR/MAINT/CLEANING-STREETS | 1,606.45 | 1,606.45 | 4,500.00 | 2,893.55 | 35.7 |
| 10-431-592 STRIPING | .00 | .00 | 29,000.00 | 29,000.00 | .0 |
| 10-431-595 REPAIR/MAINT - LARGE EQUIPMENT | 1,010.85 | 1,010.85 | 18,000.00 | 16,989.15 | 5.6 |
| 10-431-596 REPAIR/MAINT - SMALL EQUIP | 359.99 | 195.88 | 700.00 | 504.12 | 28.0 |
| 10-431-600 REPAIR/MAINT - AUTO EQUIP | 270.19 | 270.19 | 4,000.00 | 3,729.81 | 6.8 |
| 10-431-610 REPAIR/MAINT - MISC | .00 | .00 | 1,000.00 | 1,000.00 | .0 |
| 10-431-614 REPAIR/MAINT-BUILDING | 280.00 | 280.00 | 12,000.00 | 11,720.00 | 2.3 |
| 10-431-620 LANDSCAPE SERVICES | .00 | .00 | 5,000.00 | 5,000.00 | .0 |
| 10-431-621 NOXIOUS WEED CONTROL | .00 | .00 | 15,000.00 | 15,000.00 | .0 |
| 10-431-631 UNIFORMS | 245.97 | 245.97 | 1,100.00 | 854.03 | 22.4 |
| 10-431-740 OFFICE FURNITURE & EQUIPMENT | .00 | .00 | 2,000.00 | 2,000.00 | .0 |
| 10-431-745 ROADS & PATHS CONDITION RATING | .00 | .00 | 12,000.00 | 12,000.00 | .0 |
| 10-431-780 ROADS & PATHS MAINT. PROGRAM | 30.76 | 30.76 | 160,000.00 | 159,969.24 | .0 |
| 10-431-790 LAND MAINTENANCE 5 ACRE PARCEL | .00 | .00 | 2,500.00 | 2,500.00 | .0 |
| 10-431-800 104 GREY EAGLE ABATEMENT | 8.89 | 18.52 | .00 | (18.52) | .0 |
| TOTAL STREET DEPARTMENT | 30,971.10 | 54,074.14 | 644,156.00 | 590,081.86 | 8.4 |
| TOTAL FUND EXPENDITURES | 369,223.83 | 707,250.65 | 5,262,081.00 | 4,554,830.35 | 13.4 |
| NET REVENUE OVER EXPENDITURES | (242,043.38) | (85,033.46) | .00 | 85,033.46 | .0 |

CITY OF SUN VALLEY
 BALANCE SHEET
 NOVEMBER 30, 2015

FIXED ASSET REPLACEMENT FUND

ASSETS

| | | | |
|------------|----------------------|---------------|---------------|
| 29-101-000 | CASH - COMBINED FUND | (790,224.44) | |
| | TOTAL ASSETS | | (790,224.44) |

LIABILITIES AND EQUITY

FUND EQUITY

| | | | |
|------------------------------|---------------------------------|---------------|---------------|
| UNAPPROPRIATED FUND BALANCE: | | | |
| 29-271-000 | FUND BALANCE - BEGINNING OF YR | (750,799.14) | |
| | REVENUE OVER EXPENDITURES - YTD | (39,425.30) | |
| | BALANCE - CURRENT DATE | (790,224.44) | |
| | TOTAL FUND EQUITY | | (790,224.44) |
| | TOTAL LIABILITIES AND EQUITY | | (790,224.44) |

CITY OF SUN VALLEY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

FIXED ASSET REPLACEMENT FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|--|---------------|------------|------------|------------|------|
| <u>SOURCE 399</u> | | | | | |
| 29-399-504 TRANS FR GF UN FUND BALANCE | .00 | .00 | 256,926.00 | 256,926.00 | .0 |
| TOTAL SOURCE 399 | .00 | .00 | 256,926.00 | 256,926.00 | .0 |
| TOTAL FUND REVENUE | .00 | .00 | 256,926.00 | 256,926.00 | .0 |

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

FIXED ASSET REPLACEMENT FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|---|---------------------|---------------------|-------------------|-------------------|-------------|
| <u>EXPENDITURES</u> | | | | | |
| 29-490-751 CHIEF 1 | .00 | .00 | 45,000.00 | 45,000.00 | .0 |
| 29-490-756 AERIAL TOWER | .00 | .00 | 112,426.00 | 112,426.00 | .0 |
| 29-490-761 POLICE- PATROL VEHICLE | .00 | .00 | 35,000.00 | 35,000.00 | .0 |
| 29-490-779 NEW ENGINE SUPPORT EQUIPMENT | .00 | .00 | 10,000.00 | 10,000.00 | .0 |
| 29-490-788 STREET VEHICLE | 39,425.30 | 39,425.30 | 49,500.00 | 10,074.70 | 79.7 |
| 29-490-789 MAG CHLORIDE TANK | .00 | .00 | 5,000.00 | 5,000.00 | .0 |
| | | | | | |
| TOTAL EXPENDITURES | <u>39,425.30</u> | <u>39,425.30</u> | <u>256,926.00</u> | <u>217,500.70</u> | <u>15.4</u> |
| | | | | | |
| TOTAL FUND EXPENDITURES | <u>39,425.30</u> | <u>39,425.30</u> | <u>256,926.00</u> | <u>217,500.70</u> | <u>15.4</u> |
| | | | | | |
| NET REVENUE OVER EXPENDITURES | <u>(39,425.30)</u> | <u>(39,425.30)</u> | <u>.00</u> | <u>39,425.30</u> | <u>.0</u> |

CITY OF SUN VALLEY
 BALANCE SHEET
 NOVEMBER 30, 2015

DEBT SERVICE FUND

ASSETS

| | | | |
|------------|------------------------------|----------|----------|
| 30-101-000 | CASH - COMBINED FUND | 9,521.91 | |
| 30-107-000 | TAXES RECEIVABLE - DELIQUENT | 394.89 | |
| | TOTAL ASSETS | | 9,916.80 |

LIABILITIES AND EQUITY

LIABILITIES

| | | | |
|------------|--------------------------------|--------|--------|
| 30-225-100 | DEFERRED REVENUE - TAXES, PROP | 316.11 | |
| | TOTAL LIABILITIES | | 316.11 |

FUND EQUITY

| | | | |
|------------|--------------------------------|----------|----------|
| | UNAPPROPRIATED FUND BALANCE: | | |
| 30-271-000 | FUND BALANCE - BEGINNING OF YR | 9,600.69 | |
| | BALANCE - CURRENT DATE | 9,600.69 | |
| | TOTAL FUND EQUITY | | 9,600.69 |
| | TOTAL LIABILITIES AND EQUITY | | 9,916.80 |

CITY OF SUN VALLEY
BALANCE SHEET
NOVEMBER 30, 2015

LAND ACQUISITION FUND

ASSETS

| | | | |
|------------|------------------------|------------|-------------------|
| 40-101-000 | CASH- LAND ACQUISITION | 371,763.43 | |
| | TOTAL ASSETS | | <u>371,763.43</u> |

LIABILITIES AND EQUITY

FUND EQUITY

| | | | |
|------------|--|-------------------|-------------------|
| 40-271-000 | UNAPPROPRIATED FUND BALANCE: FUND BALANCE - BEGINNING OF YR | <u>371,763.43</u> | |
| | BALANCE - CURRENT DATE | <u>371,763.43</u> | |
| | TOTAL FUND EQUITY | | <u>371,763.43</u> |
| | TOTAL LIABILITIES AND EQUITY | | <u>371,763.43</u> |

CITY OF SUN VALLEY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

LAND ACQUISITION FUND

| | | <u>PERIOD ACTUAL</u> | <u>YTD ACTUAL</u> | <u>BUDGET</u> | <u>UNEARNED</u> | <u>PCNT</u> |
|-------------------------------|--------------------------------|----------------------|-------------------|---------------|-----------------|-------------|
| <u>OPERATING TRANSFERS IN</u> | | | | | | |
| 40-399-550 | TRANSFER FROM LAF FUND BALANCE | .00 | .00 | 242,000.00 | 242,000.00 | .0 |
| | TOTAL OPERATING TRANSFERS IN | .00 | .00 | 242,000.00 | 242,000.00 | .0 |
| | TOTAL FUND REVENUE | .00 | .00 | 242,000.00 | 242,000.00 | .0 |

CITY OF SUN VALLEY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

LAND ACQUISITION FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--------------------------------------|---------------|------------|------------|------------|------|
| <u>CAPITAL PROJECTS</u> | | | | | |
| 40-470-850 TRANSFERS OUT TO WFH FUND | .00 | .00 | 242,000.00 | 242,000.00 | .0 |
| TOTAL CAPITAL PROJECTS | .00 | .00 | 242,000.00 | 242,000.00 | .0 |
| TOTAL FUND EXPENDITURES | .00 | .00 | 242,000.00 | 242,000.00 | .0 |
| NET REVENUE OVER EXPENDITURES | .00 | .00 | .00 | .00 | .0 |

CITY OF SUN VALLEY
 BALANCE SHEET
 NOVEMBER 30, 2015

WORKFORCE HOUSING FUND

ASSETS

| | | | | |
|------------|------------------------------|--|------------|------------|
| 42-101-000 | CASH- WORKFORCE HOUSING FUND | | 150,991.94 | |
| | TOTAL ASSETS | | | 150,991.94 |

LIABILITIES AND EQUITY

FUND EQUITY

| | | | | |
|------------|---------------------------------|-------------|------------|------------|
| | UNAPPROPRIATED FUND BALANCE: | | | |
| 42-271-000 | FUND BALANCE - BEGINNING OF YR | 154,403.73 | | |
| | REVENUE OVER EXPENDITURES - YTD | (3,411.79) | | |
| | BALANCE - CURRENT DATE | | 150,991.94 | |
| | TOTAL FUND EQUITY | | | 150,991.94 |
| | TOTAL LIABILITIES AND EQUITY | | | 150,991.94 |

CITY OF SUN VALLEY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

WORKFORCE HOUSING FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|--|---------------|------------|------------|------------|------|
| <u>GENERAL PROPERTY TAXES</u> | | | | | |
| 42-311-515 RENTS | 656.52 | 1,678.45 | 7,000.00 | 5,321.55 | 24.0 |
| TOTAL GENERAL PROPERTY TAXES | 656.52 | 1,678.45 | 7,000.00 | 5,321.55 | 24.0 |
| <u>REVENUES</u> | | | | | |
| 42-399-400 TRANSFER FROM LAF FUND BAL | .00 | .00 | 242,000.00 | 242,000.00 | .0 |
| 42-399-500 TRANSFER FROM WKFC FUND BAL | .00 | .00 | 43,200.00 | 43,200.00 | .0 |
| TOTAL REVENUES | .00 | .00 | 285,200.00 | 285,200.00 | .0 |
| TOTAL FUND REVENUE | 656.52 | 1,678.45 | 292,200.00 | 290,521.55 | .6 |

CITY OF SUN VALLEY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

WORKFORCE HOUSING FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--|--------------------|--------------------|-------------------|-------------------|------------|
| <u>WFH PROJECTS</u> | | | | | |
| 42-470-702 EMPLOYEE HOUSING ALLOWANCE | 1,433.32 | 2,866.64 | 17,200.00 | 14,333.36 | 16.7 |
| 42-470-703 COMMUNITY HOUSING SERVICES | .00 | .00 | 15,000.00 | 15,000.00 | .0 |
| 42-470-705 CITY OWNED UNITS/UTIL & MAINT | 1,680.34 | 2,223.60 | 10,000.00 | 7,776.40 | 22.2 |
| 42-470-732 ELKHORN FS SLEEPING QTRS | .00 | .00 | 250,000.00 | 250,000.00 | .0 |
| TOTAL WFH PROJECTS | <u>3,113.66</u> | <u>5,090.24</u> | <u>292,200.00</u> | <u>287,109.76</u> | <u>1.7</u> |
| TOTAL FUND EXPENDITURES | <u>3,113.66</u> | <u>5,090.24</u> | <u>292,200.00</u> | <u>287,109.76</u> | <u>1.7</u> |
| NET REVENUE OVER EXPENDITURES | <u>(2,457.14)</u> | <u>(3,411.79)</u> | <u>.00</u> | <u>3,411.79</u> | <u>.0</u> |

CITY OF SUN VALLEY
 BALANCE SHEET
 NOVEMBER 30, 2015

CAPITAL IMPROVEMENT FUND

ASSETS

| | | | |
|------------|----------------------|--------------|--------------|
| 50-101-000 | CASH - COMBINED FUND | (54,274.11) | |
| | TOTAL ASSETS | | (54,274.11) |

LIABILITIES AND EQUITY

FUND EQUITY

| | | | |
|------------|--------------------------------|--------------|--------------|
| | UNAPPROPRIATED FUND BALANCE: | | |
| 50-271-000 | FUND BALANCE - BEGINNING OF YR | (54,274.11) | |
| | BALANCE - CURRENT DATE | (54,274.11) | |
| | TOTAL FUND EQUITY | | (54,274.11) |
| | TOTAL LIABILITIES AND EQUITY | | (54,274.11) |

CITY OF SUN VALLEY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

CAPITAL IMPROVEMENT FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
|--|---------------|------------|------------|------------|------|
| <u>OPERATING TRANSFERS IN</u> | | | | | |
| 50-399-200 TRANSFER FROM GF UNASSIGNED | .00 | .00 | 105,000.00 | 105,000.00 | .0 |
| TOTAL OPERATING TRANSFERS IN | .00 | .00 | 105,000.00 | 105,000.00 | .0 |
| TOTAL FUND REVENUE | .00 | .00 | 105,000.00 | 105,000.00 | .0 |

CITY OF SUN VALLEY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

CAPITAL IMPROVEMENT FUND

| | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
|--|---------------|------------|------------|------------|------|
| <u>DEPARTMENT 480</u> | | | | | |
| 50-480-442 STREET DEPT VENTILATION SYS | .00 | .00 | 15,000.00 | 15,000.00 | .0 |
| 50-480-450 CITY HALL GENERATOR | .00 | .00 | 90,000.00 | 90,000.00 | .0 |
| TOTAL DEPARTMENT 480 | .00 | .00 | 105,000.00 | 105,000.00 | .0 |
| TOTAL FUND EXPENDITURES | .00 | .00 | 105,000.00 | 105,000.00 | .0 |
| NET REVENUE OVER EXPENDITURES | .00 | .00 | .00 | .00 | .0 |

CITY OF SUN VALLEY
 BALANCE SHEET
 NOVEMBER 30, 2015

SPF

ASSETS

| | | | | |
|------------|----------------------|--|------------|------------|
| 52-101-000 | CASH - COMBINED FUND | | 122,232.89 | |
| | TOTAL ASSETS | | | 122,232.89 |

LIABILITIES AND EQUITY

FUND EQUITY

| | | | | |
|------------|---------------------------------|------------|------------|------------|
| | UNAPPROPRIATED FUND BALANCE: | | | |
| 52-271-000 | FUND BALANCE - BEGINNING OF YR | 107,181.01 | | |
| | REVENUE OVER EXPENDITURES - YTD | 15,051.88 | | |
| | BALANCE - CURRENT DATE | | 122,232.89 | |
| | TOTAL FUND EQUITY | | | 122,232.89 |
| | TOTAL LIABILITIES AND EQUITY | | | 122,232.89 |

CITY OF SUN VALLEY
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

| | | SPF | | | | |
|---------------------------------------|--------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEARNED | PCNT |
| | | <u> </u> |
| <u>GENERAL PROPERTY TAXES</u> | | | | | | |
| 52-311-200 | PROPERTY TAX-GENERAL | 1,447.11 | 1,711.31 | 272,650.00 | 270,938.69 | .6 |
| | TOTAL GENERAL PROPERTY TAXES | <u>1,447.11</u> | <u>1,711.31</u> | <u>272,650.00</u> | <u>270,938.69</u> | <u>.6</u> |
| <u>STATE OF IDAHO SHARED REVENUES</u> | | | | | | |
| 52-335-200 | STATE HIGHWAY USER | .00 | 13,340.57 | 59,694.00 | 46,353.43 | 22.4 |
| | TOTAL STATE OF IDAHO SHARED REVENUES | <u>.00</u> | <u>13,340.57</u> | <u>59,694.00</u> | <u>46,353.43</u> | <u>22.4</u> |
| | TOTAL FUND REVENUE | <u>1,447.11</u> | <u>15,051.88</u> | <u>332,344.00</u> | <u>317,292.12</u> | <u>4.5</u> |

CITY OF SUN VALLEY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 2 MONTHS ENDING NOVEMBER 30, 2015

| | | SPF | | | | |
|------------|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | | PERIOD ACTUAL | YTD ACTUAL | BUDGET | UNEXPENDED | PCNT |
| | | <u> </u> |
| | <u>SPF</u> | | | | | |
| 52-431-780 | ROADS & PATHS MAINT. PROGRAM | .00 | .00 | 290,000.00 | 290,000.00 | .0 |
| 52-431-960 | TRANSFER TO S&P FUND | .00 | .00 | 42,344.00 | 42,344.00 | .0 |
| | | <u> </u> |
| | TOTAL SPF | .00 | .00 | 332,344.00 | 332,344.00 | .0 |
| | | <u> </u> |
| | TOTAL FUND EXPENDITURES | .00 | .00 | 332,344.00 | 332,344.00 | .0 |
| | | <u> </u> |
| | NET REVENUE OVER EXPENDITURES | 1,447.11 | 15,051.88 | .00 | (15,051.88) | .0 |
| | | <u> </u> |

Monthly LOT Comparison for October 2015 Receipts

| | 2010/2011 | 2011/2012 | 2012/2013 | 2013/2014 | 2014/2015 | 2015/2016 | Increase/ Decrease of FY16 as Compared to FY15 |
|---------|-----------|-----------|-----------|-----------|-----------|-----------|--|
| Retail | 46,790 | 26,180 | 30,436 | 31,543 | 35,839 | 35,636 | -1% |
| Lodging | 24,627 | 19,946 | 21,712 | 22,585 | 15,550 | 24,908 | 60% |
| Liquor | 4,126 | 3,721 | 4,112 | 4,403 | 3,176 | 5,369 | 69% |
| Totals | 75,542 | 49,847 | 56,260 | 58,531 | 54,565 | 65,913 | 21% |

Detail Summary of Comparative YTD Receipts for the months of October - September.

| | 2010/2011 | 2011/2012 | 2012/2013 | 2013/2014 | 2014/2015 | 2015/2016 | Increase/ Decrease of FY16 as Compared to FY15 |
|---|-----------|-----------|-----------|-----------|-----------|-----------|--|
| October | 75,542 | 49,847 | 56,260 | 58,531 | 54,565 | 65,913 | 21% |
| November | 34,116 | 46,298 | 41,355 | 42,734 | 37,762 | 0 | -100% |
| December | 106,190 | 114,930 | 126,671 | 130,540 | 112,858 | 0 | -100% |
| January | 89,043 | 82,380 | 95,770 | 87,247 | 89,162 | 0 | -100% |
| February | 115,014 | 101,797 | 113,281 | 112,073 | 86,860 | 0 | -100% |
| March | 110,729 | 90,809 | 113,200 | 99,304 | 79,737 | 0 | -100% |
| April | 37,056 | 42,642 | 38,852 | 34,842 | 44,844 | 0 | -100% |
| May | 47,475 | 52,181 | 44,172 | 37,150 | 47,019 | 0 | -100% |
| June | 92,378 | 101,367 | 98,969 | 107,341 | 122,567 | 0 | -100% |
| July | 229,127 | 215,845 | 228,946 | 234,419 | 275,874 | 0 | -100% |
| August | 186,112 | 192,799 | 168,716 | 221,612 | 199,076 | 0 | -100% |
| September | 124,435 | 117,748 | 122,331 | 91,906 | 65,533 | 0 | -100% |
| Fiscal Year Total | 1,247,216 | 1,208,644 | 1,248,522 | 1,257,699 | 1,215,857 | 65,913 | |
| Year-To-Date Receipts Comparison (October - September) | 75,542 | 49,847 | 56,260 | 58,531 | 54,565 | 65,913 | 21% |

Local Option Tax receipts for the month of October 2015 totaled \$65,913 representing an 21% increase in receipts in October 2015.

CITY OF SUN VALLEY

LOT Retail Receipts Figures

| Monthly LOT Comparison f | 2010/2011 | 2011/2012 | 2012/2013 | 2013/2014 | 2014/2015 | 2015/2016 | Increase/ Decrease of FY16 as Compared to FY15 |
|--|-----------|-----------|-----------|-----------|-----------|-----------|--|
| October | 46,790 | 26,180 | 30,436 | 31,543 | 35,839 | 35,636 | -1% |
| November | 22,367 | 29,001 | 25,537 | 26,945 | 23,400 | | -100% |
| December | 62,823 | 65,920 | 71,156 | 68,666 | 66,925 | | -100% |
| January | 47,097 | 41,884 | 47,746 | 43,385 | 51,580 | | -100% |
| February | 57,260 | 50,924 | 51,566 | 58,014 | 50,521 | | -100% |
| March | 51,052 | 41,019 | 53,430 | 49,015 | 42,977 | | -100% |
| April | 21,899 | 26,465 | 27,301 | 23,605 | 32,233 | | -100% |
| May | 39,678 | 37,816 | 31,877 | 28,025 | 36,001 | | -100% |
| June | 56,498 | 62,166 | 57,884 | 68,192 | 68,606 | | -100% |
| July | 121,472 | 112,979 | 121,980 | 127,521 | 145,354 | | -100% |
| August | 97,834 | 122,555 | 93,909 | 120,942 | 104,284 | | -100% |
| September | 61,763 | 57,049 | 74,778 | 55,549 | 35,403 | | -100% |
| Fiscal Year Total | 686,532 | 673,960 | 687,600 | 701,403 | 693,123 | 35,636 | |
| Year-To-Date Receipts Comparison- (October - September) | 686,532 | 673,960 | 687,600 | 701,403 | 693,123 | 35,636 | -95% |

CITY OF SUN VALLEY

LOT Lodging Receipts Figures

| Monthly LOT Comparison f | 2010/2011 | 2011/2012 | 2012/2013 | 2013/2014 | 2014/2015 | 2015/2016 | Increase/ Decrease of FY16 as Compared to FY15 |
|---|-----------|-----------|-----------|-----------|-----------|-----------|--|
| October | 24,627 | 19,946 | 21,712 | 22,585 | 15,550 | 24,908 | 60% |
| November | 9,462 | 14,358 | 13,014 | 13,567 | 12,187 | | -100% |
| December | 36,247 | 40,756 | 46,347 | 53,815 | 39,496 | | -100% |
| January | 35,394 | 34,636 | 41,194 | 37,577 | 32,835 | | -100% |
| February | 50,052 | 43,826 | 54,235 | 48,420 | 31,724 | | -100% |
| March | 55,640 | 43,588 | 52,824 | 43,513 | 32,698 | | -100% |
| April | 12,695 | 13,948 | 9,715 | 9,601 | 11,217 | | -100% |
| May | 6,205 | 12,456 | 9,152 | 6,943 | 9,313 | | -100% |
| June | 31,711 | 34,758 | 36,811 | 34,598 | 47,142 | | -100% |
| July | 95,637 | 92,511 | 96,446 | 95,933 | 116,446 | | -100% |
| August | 76,779 | 93,537 | 70,471 | 85,723 | 80,047 | | -100% |
| September | 44,818 | 32,872 | 45,171 | 31,453 | 24,761 | | -100% |
| Fiscal Year Total | 479,267 | 477,191 | 497,094 | 483,727 | 453,418 | 24,908 | |
| Year-To-Date Receipts Comparison (October - September) | 479,267 | 477,191 | 497,094 | 483,727 | 453,418 | 24,908 | -95% |

CITY OF SUN VALLEY

LOT Liquor Receipts Figures

| Monthly LOT Comparisc | 2010/2011 | 2011/2012 | 2012/2013 | 2013/2014 | 2014/2015 | 2015/2016 | Increase/ Decrease of FY16 as Compared to FY15 |
|---|-----------|-----------|-----------|-----------|-----------|-----------|--|
| October | 4,126 | 3,721 | 4,112 | 4,403 | 3,176 | 5,369 | 69% |
| November | 2,287 | 2,939 | 2,804 | 2,222 | 2,174 | | -100% |
| December | 7,120 | 8,254 | 9,167 | 8,059 | 6,437 | | -100% |
| January | 6,552 | 5,860 | 6,830 | 6,285 | 4,747 | | -100% |
| February | 7,702 | 7,046 | 7,479 | 5,640 | 4,614 | | -100% |
| March | 4,036 | 6,202 | 6,946 | 6,777 | 4,063 | | -100% |
| April | 2,462 | 2,229 | 1,837 | 1,636 | 1,394 | | -100% |
| May | 1,592 | 1,909 | 3,142 | 2,181 | 1,705 | | -100% |
| June | 4,170 | 4,443 | 4,273 | 4,552 | 6,819 | | -100% |
| July | 12,019 | 10,355 | 10,520 | 10,965 | 14,074 | | -100% |
| August | 11,499 | 13,164 | 4,336 | 14,946 | 14,745 | | -100% |
| September | 17,854 | 5,595 | 2,381 | 4,904 | 5,369 | | -100% |
| Fiscal Year Total | 81,418 | 71,717 | 63,828 | 72,570 | 69,316 | 5,369 | |
| Year-To-Date Receipts Comparison (October - September) | 81,418 | 71,717 | 63,828 | 72,570 | 69,316 | 5,369 | -92% |

| | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U | V | W |
|----|--|---|------------------------|--|------------------------|--|------------------------|---|------------------------|------------------|------------------------|------------------|------------------------|------------------|------------------------|------------------|------------------------|------------------|------------------------|------------------|------------------------|---------------|------------------------|
| 1 | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | Local Option Tax Receipts (combined) FY 06 to FY 16 | | | | | | | | | | | | | | | | | | | | | | |
| 4 | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | | FY 06 | % of total year | FY 07 | % of total year | FY 08 | % of total year | FY 09 | % of total year | FY 10 | % of total year | FY 11 | % of total year | FY 12 | % of total year | FY 13 | % of total year | FY 14 | % of total year | FY 15 | % of total year | FY 16 | % of total year |
| 7 | October | 71,261 | 4.87% | 97,457 | 6.75% | 65,124 | 4.62% | 70,188 | 5.87% | 69,432 | 5.57% | 75,542 | 6.18% | 49,847 | 3.99% | 56,260 | 4.47% | 58,531 | 4.65% | 54,565 | 4.34% | 65,913 | 5.24% |
| 8 | November | 34,870 | 2.38% | 40,890 | 2.83% | 44,878 | 3.19% | 40,074 | 3.35% | 50,477 | 4.05% | 34,116 | 2.79% | 46,298 | 3.71% | 41,355 | 3.29% | 42,734 | 3.40% | 37,762 | 3.00% | 0 | 0.00% |
| 9 | December | 120,900 | 8.26% | 128,179 | 8.88% | 129,017 | 9.16% | 101,371 | 8.48% | 97,420 | 7.81% | 106,190 | 8.68% | 114,930 | 9.21% | 126,671 | 10.07% | 130,540 | 10.38% | 112,858 | 8.97% | 0 | 0.00% |
| 10 | January | 108,662 | 7.43% | 103,326 | 7.16% | 124,990 | 8.88% | 103,326 | 8.64% | 96,559 | 7.74% | 89,043 | 7.28% | 82,380 | 6.60% | 95,770 | 7.61% | 87,247 | 6.94% | 89,162 | 7.09% | 0 | 0.00% |
| 11 | February | 134,863 | 9.22% | 123,362 | 8.55% | 139,063 | 9.88% | 123,362 | 10.32% | 101,944 | 8.17% | 115,014 | 9.41% | 101,797 | 8.15% | 113,281 | 9.01% | 112,073 | 8.91% | 86,860 | 6.91% | 0 | 0.00% |
| 12 | March | 119,921 | 8.20% | 131,973 | 9.14% | 136,338 | 9.68% | 131,973 | 11.04% | 91,122 | 7.31% | 110,729 | 9.05% | 90,809 | 7.27% | 113,200 | 9.00% | 99,304 | 7.90% | 79,737 | 6.34% | 0 | 0.00% |
| 13 | April | 46,438 | 3.17% | 49,232 | 3.41% | 41,147 | 2.92% | 49,232 | 4.12% | 46,747 | 3.75% | 37,056 | 3.03% | 42,642 | 3.42% | 38,852 | 3.09% | 34,842 | 2.77% | 44,844 | 3.57% | 0 | 0.00% |
| 14 | May | 53,666 | 3.67% | 57,533 | 3.99% | 60,097 | 4.27% | 57,533 | 4.81% | 40,743 | 3.27% | 47,475 | 3.88% | 52,181 | 4.18% | 44,172 | 3.51% | 37,150 | 2.95% | 47,019 | 3.74% | 0 | 0.00% |
| 15 | June | 136,014 | 9.30% | 152,008 | 10.53% | 129,805 | 9.22% | 152,008 | 12.71% | 94,222 | 7.55% | 92,378 | 7.55% | 101,367 | 8.12% | 98,969 | 7.87% | 107,341 | 8.53% | 122,567 | 9.75% | 0 | 0.00% |
| 16 | July | 250,806 | 17.14% | 228,032 | 15.80% | 240,035 | 17.05% | 228,032 | 19.07% | 196,552 | 15.76% | 229,127 | 18.74% | 215,845 | 17.29% | 228,946 | 18.20% | 234,419 | 18.64% | 275,874 | 21.93% | 0 | 0.00% |
| 17 | August | 214,275 | 14.65% | 204,206 | 14.15% | 218,739 | 15.53% | 204,206 | 17.08% | 204,474 | 16.39% | 192,799 | 15.77% | 229,256 | 18.36% | 168,716 | 13.41% | 221,612 | 17.62% | 199,076 | 15.83% | 0 | 0.00% |
| 18 | September | 101,702 | 6.95% | 146,815 | 10.17% | 114,029 | 8.10% | 146,815 | 12.28% | 106,162 | 8.51% | 117,748 | 9.63% | 95,516 | 7.65% | 122,331 | 9.73% | 91,906 | 7.31% | 65,533 | 5.21% | 0 | 0.00% |
| 19 | TOTAL: | 1,393,378 | 95.24% | 1,463,013 | 101.37% | 1,443,263 | 102.50% | 1,408,120 | 117.75% | 1,195,854 | 95.88% | 1,247,217 | 101.99% | 1,222,868 | 97.95% | 1,248,522 | 99.27% | 1,257,699 | 100.00% | 1,215,857 | 96.67% | 65,913 | 5.24% |
| 20 | | | | | | | | | | | | | | | | | | | | | | | |
| 21 | Does not include one time payment of \$244,000 collect in | | | | | | | | | | | | | | | | | | | | | | |
| 22 | September 2005 | | | | | | | | | | | | | | | | | | | | | | |
| 23 | | | | | | | | | | | | | | | | | | | | | | | |
| 24 | | 10 yr Average % collected by month | | FY 20156 Budget ed LOT Revenue by month | | Actual LOT Revenue Collected by month to date | | (under)/over historical % collected by month | | | | | | | | | | | | | | | |
| 25 | | | | | | | | | | | | | | | | | | | | | | | |
| 26 | October | 5.66% | | 69,004 | | 65,913 | | (3,091) | | | | | | | | | | | | | | | |
| 27 | November | 3.20% | | 39,026 | | - | | - | | | | | | | | | | | | | | | |
| 28 | December | 8.99% | | 109,688 | | - | | - | | | | | | | | | | | | | | | |
| 29 | January | 7.54% | | 91,946 | | - | | - | | | | | | | | | | | | | | | |
| 30 | February | 8.85% | | 107,987 | | - | | - | | | | | | | | | | | | | | | |
| 31 | March | 8.49% | | 103,614 | | - | | - | | | | | | | | | | | | | | | |
| 32 | April | 3.32% | | 40,557 | | - | | - | | | | | | | | | | | | | | | |
| 33 | May | 3.83% | | 46,685 | | - | | - | | | | | | | | | | | | | | | |
| 34 | June | 9.11% | | 111,185 | | - | | - | | | | | | | | | | | | | | | |
| 35 | July | 17.96% | | 219,135 | | - | | - | | | | | | | | | | | | | | | |
| 36 | August | 15.88% | | 193,726 | | - | | - | | | | | | | | | | | | | | | |
| 37 | September | 8.55% | | 104,352 | | - | | - | | | | | | | | | | | | | | | |
| 38 | TOTAL: | 101.39% | | 1,220,000 | | 65,913 | | (3,091) | | | | | | | | | | | | | | | |
| 39 | | | | | | | | | | | | | | | | | | | | | | | |



**CITY OF SUN VALLEY
REPORT TO THE CITY COUNCIL**

TO: Honorable Mayor and City Council
FROM: Angela Orr, Treasurer/Finance Manager
SUBJECT: Treasurer's Oath for Accounts Payable
DATE: December 31, 2015

After review, I have determined that the attached "Approval of Payables, On Hand, As Of December 30, 2015" report is correct as to payee and amount, and are for a proper and authorized purpose, except as otherwise explained below.

Exceptions: None OR See Below (circle one)

Angela Orr Signed
Treasurer/Finance Manager Title
December 31, 2015 Date

| Vendor Name | Invoice # | Description | Account # | Budgeted | Dept. | Amount |
|-----------------------------|-------------|--|------------|----------|-------|----------|
| AC HOUSTON LUMBER CO | 014-530194 | Gloves and poly snow scoop | 10-431-780 | Yes | STR | 56.08 |
| ANIMAL SHELTER OF WRV | 1702 | Quarterly Invoice- 4th quarter | 10-421-770 | Yes | POLI | 500.00 |
| ANIMAL SHELTER OF WRV | 1853 | Quarterly Invoice Q4 2015 | 10-421-770 | Yes | POLI | 500.00 |
| AVENET, LLC | 37946 | Gov Office Annual Service Package | 10-415-435 | Yes | ADM | 450.00 |
| BENNIION, JIM | 112015 | Reimbursement for room returning from class | 10-423-470 | Yes | FIRE | 128.52 |
| BLAINE COUNTY | 256 | GIS Salary and Benefit Payment for Oct.-Dec., 2015 | 10-418-423 | Yes | COM | 4,402.09 |
| BUSINESS AS USUAL | 128885 | Rack and staples for Charlie Butterfield office | 10-423-310 | Yes | FIRE | 36.25 |
| CENTRAL DRUG SYSTEM, INC. | 250823 | Annual Administration Fee & Drug Testing | 10-415-420 | Yes | ADM | 313.00 |
| CLEAR WATER POWER EQUIP | 12091510 | Snow plow repair parts | 10-431-800 | Yes | STR | 216.00 |
| CLEAR WATER POWER EQUIP | W10222 | Lawn mower repair | 10-431-596 | Yes | STR | 64.55 |
| COPY & PRINT | 65787 | Bond roll (pletter paper) | 10-418-310 | Yes | COM | 20.89 |
| COPY & PRINT | 67382 | ink cartridge (HP72C) | 10-418-310 | Yes | COM | 68.99 |
| COPY & PRINT | 67860 | Card stock for permits | 10-418-310 | Yes | COM | 41.58 |
| COPY & PRINT | 68220 | Sheet protectors | 10-418-310 | Yes | COM | 9.99 |
| COPY & PRINT | 68996 | Wall calendar for City Clerk | 10-415-310 | Yes | ADM | 31.29 |
| COPY & PRINT | 89000 | Calendars one desk and one book for training officer | 10-423-310 | Yes | FIRE | 47.38 |
| COPY & PRINT | 89012 | #10 window envelopes | 10-415-310 | Yes | ADM | 69.99 |
| COPY & PRINT | 89382 | Copy paper and 2 packs of click pens (1 black, 1 blue) | 10-421-310 | Yes | POLI | 57.97 |
| COPY & PRINT | 89373 | Copy paper, batteries, pens, mouse pad, sharpies, etc. | 10-415-310 | Yes | ADM | 222.14 |
| COPY & PRINT | 89819 | Blank certificate forms and labels | 10-415-310 | Yes | ADM | 36.56 |
| JAVIS EMBROIDERY INC. | 25915 | Embroidered fire fighter of the year jacket | 10-423-631 | Yes | FIRE | 108.46 |
| JAVIS EMBROIDERY INC. | 25993 | 4 Hats for fire instructors 2016 class | 10-423-631 | Yes | FIRE | 47.96 |
| JACK YORK'S AUTO SERVICE | 67590 | New battery for Police Vehicle Unit 3 | 10-421-600 | Yes | POLI | 192.95 |
| FIRE SERVICES OF IDAHO, LLC | 14518P | Valve stem for fire extinguisher - Fire Department | 10-423-345 | Yes | FIRE | 332.60 |
| SEM STATE PAPER | 997941-00 | Bath tissue, paper towels, forks | 10-415-315 | Yes | ADM | 149.87 |
| SEM STATE PAPER | 999875-00 | Paper towels | 10-415-315 | Yes | ADM | 31.27 |
| SLOCK, INC | 100076840 | Glock Armorer training class for K. Orchard | 10-421-470 | Yes | POLI | 250.00 |
| TURTIG SHOOTING CENTER | 2016 | Annual Shooting Club Corporate membership/ Ohio Guich | 10-421-480 | Yes | POLI | 750.00 |
| DAHO CHIEFS OF POLICE ASS | 120415 | Yearly dues for all Officers/Idaho Chief of Police Association | 10-421-480 | Yes | POLI | 250.00 |
| DAHO FIRE CHIEFS ASSOCIAT | 000272 | Renewal application for Charille Butterfield | 10-423-470 | Yes | FIRE | 170.00 |
| DAHO FIRE CHIEFS ASSOCIAT | 00284 | Renewal application for Kay Franco | 10-423-470 | Yes | FIRE | 110.00 |
| DAHO FIRE CHIEFS ASSOCIAT | 00370 | Renewal application for Reid Black | 10-423-470 | Yes | FIRE | 110.00 |
| DAHO FIRE CHIEFS ASSOCIAT | 00363 | Renewal application for Taan Robrahn | 10-423-470 | Yes | FIRE | 110.00 |
| NREACH | DL08718633 | Monthly dues 12/07 to 1/6/2016 | 10-423-320 | Yes | FIRE | 103.60 |
| NTEGRAED TECHNOLOGIES | 36703 | Contract base rate and copies - City Hall | 10-415-540 | Yes | ADM | 186.02 |
| NTEGRAED TECHNOLOGIES | 36730 | Contract base rate and copies - Police Dept | 10-421-310 | Yes | POLI | 28.00 |
| NTEGRAED TECHNOLOGIES | 36942 | Contract base rate and copies - Fire Dept. | 10-415-540 | Yes | ADM | 55.00 |
| NTEGRAED TECHNOLOGIES | 38820 | Contract base rate and copies - Fire Dept | 10-423-510 | Yes | FIRE | 55.00 |
| NTEGRAED TECHNOLOGIES | 39073 | Contract base rate and copies - City Hall | 10-415-540 | Yes | ADM | 114.18 |
| NTEGRAED TECHNOLOGIES | 39088 | Contract base rate and copies - Police Dept | 10-421-310 | Yes | POLI | 28.00 |
| INTERNATIONAL ASSOC OF AR | E2972 | Membership for Charille Butterfield | 10-423-470 | Yes | FIRE | 130.00 |
| INTERSTATE BATTERIES | 17112750 | 2 New batteries for back country trailer | 10-423-600 | Yes | FIRE | 357.90 |
| IEROME PETERBILT | 152080 | Hydraulic oil filters for Osh Kosh plow trucks | 10-431-595 | Yes | STR | 155.26 |
| ETCHUM COMPUTERS | 12253 | Computer Support - 1/15/15-11/30/15 | 10-415-427 | Yes | ADM | 507.50 |
| ETCHUM COMPUTERS | 12301 | Computer Support - 12/1/15-12/15/15/ | 10-415-427 | Yes | ADM | 2,138.75 |
| - N. CURTIS & SON | 3150675-03A | Zephyr spanner and holder for truck 61 | 10-423-575 | Yes | FIRE | 137.08 |
| - N. CURTIS & SON | 3164804 | Engineer helmet crescent for new engineers | 10-423-576 | Yes | FIRE | 35.18 |

| Vendor Name | Invoice # | Description | Account # | Budgeted | Dept. | Amount |
|---------------------------|-------------|---|------------|----------|-------|-----------|
| ES SCHWAB | 1170027961 | Maintenance on 4 tires 2004 F-350 | 10-431-600 | Yes | STR | 72.00 |
| ES SCHWAB | 1170028187 | Trailer hitch for NEW 2016 F-350 | 29-490-788 | Yes | EXP | 205.29 |
| LOCAL HIGHWAY TECH ASSIST | 20415-31 | Training class for S. Storey and T. Davitt Roadway safety | 10-431-470 | Yes | STR | 120.00 |
| UTZ RENTALS | 51806-1A | Fuel for sprinkler blow out | 10-431-614 | Yes | STR | 11.09 |
| UTZ RENTALS | 52932-1 | Fuel for sprinkler blow out | 10-431-614 | Yes | STR | 14.00 |
| MUNICIPAL EMERGENCY SERV | 00689764 | Duty pants for Charlie Butterfield, Ray Franco, Tsan Robrahn, Reid Black, David Bowman an | 10-423-631 | Yes | FIRE | 663.86 |
| MUNICIPAL EMERGENCY SERV | 00690767 | 2 pair of pants for R. Black, T. Robrahn, C. Butterfield, D. Bowman and R. Franco | 10-423-631 | Yes | FIRE | 356.39 |
| MUNICIPAL EMERGENCY SERV | 00692528 | 1 New hydrant wrench | 10-423-575 | Yes | FIRE | 37.50 |
| MUNICIPAL EMERGENCY SERV | 00693944 | 1 New York 3 feet, 3 hooks at 5 feet 4 hydrant wrenches | 10-423-575 | Yes | FIRE | 559.11 |
| veopost USA Inc | 138488 | Ink Cartridge IS330 | 10-415-370 | Yes | ADM | 183.98 |
| FORCO | 17348695 | Oxygen Cylinder Rental 12/01/2015 | 10-423-325 | Yes | FIRE | 57.60 |
| OFFICEBRIGHT, INC | 4039 | Office cleaning December, 2015 | 10-415-500 | Yes | ADM | 1,170.00 |
| OLSEN, TRAVIS | 120815 | Travel and per diem/ Active Shooter Training | 10-421-470 | Yes | POJ | 169.65 |
| J'REILLY AUTO PARTS | 4635-200984 | F-350 wiper arm | 10-431-600 | Yes | STR | 40.09 |
| J'REILLY AUTO PARTS | 4635-201310 | Headache/Lightbar for NEW 2016 F-350 | 29-490-788 | Yes | EXP | 509.59 |
| J'REILLY AUTO PARTS | 4635-201334 | Air fit for NEW 2016 F-350 | 29-490-788 | Yes | EXP | 137.66 |
| J'REILLY AUTO PARTS | 50946A | Credit | 10-431-340 | Yes | STR | 227.29- |
| Sansara Behle & Latimer | 490079 | Confidential matter re: ROW | 10-415-426 | Yes | ADM | 3,000.00 |
| WPECO, INC. | S2284324.00 | City Hall ice melt | 10-431-614 | Yes | STR | 22.40 |
| REPCO MARKETING, INC | 10712 | 12 bottles BAC Simulator Solution (For intoxlyzer) | 10-421-595 | Yes | POJ | 102.25 |
| ROCKY MOUNTAIN INFO NETW | 19715 | Annual subscription fee/rocky Mountain info. | 10-421-480 | Yes | POJ | 50.00 |
| HELIOSYS | 0299405 | Bulk purchase of road salt | 10-431-536 | Yes | STR | 726.50 |
| SILVER CREEK FORD | 125640 | Repair vacuum line on 2008 Ford Explorer | 10-418-600 | Yes | COM | 181.50 |
| IT LUKE'S | 120615 | Random drug testing - Chief Franco | 10-415-420 | Yes | ADM | 94.00 |
| STERLING CODIFIERS, INC. | 17206 | 2016 heading fee for code on the internet | 10-415-420 | Yes | ADM | 500.00 |
| SUMMIT ENVIRONMENTAL, INC | 703-2215 | Air quality testing for fire dept. (Radon kit) | 42-470-732 | Yes | WFH | 2,728.04 |
| SUN VALLEY CLEANERS, INC | 112515 | Dry cleaning for Police uniforms | 10-421-630 | Yes | POLI | 286.20 |
| SUN VALLEY ELKHORN ASSOC | 120115 | SVEA Dues for 7004 | 42-470-705 | Yes | WFH | 337.00 |
| SUN VALLEY ELKHORN ASSOC | 120215 | SVEA Dues for 7003 | 42-470-705 | Yes | WFH | 337.00 |
| SUN VALLEY MARKETING ALLI | 90116 | October payment - per 2015 contract | 10-411-689 | Yes | LEGI | 22,916.66 |
| SUN VALLEY MARKETING ALLI | 90117 | November payment - per 2015 contract | 10-411-689 | Yes | LEGI | 22,916.66 |
| SUN VALLEY MARKETING ALLI | 90118 | December payment - per 2015 contract | 10-411-689 | Yes | LEGI | 22,916.66 |
| REASURE VALLEY COFFEE | 2180:042943 | Coffee for Admin | 10-415-310 | Yes | ADM | 22.84 |
| REASURE VALLEY COFFEE | 2180:042943 | Coffee for Community Development Department | 10-418-310 | Yes | COM | 22.84 |
| REASURE VALLEY COFFEE | 2180:042943 | Coffee for Fire Department | 10-423-310 | Yes | FIRE | 22.84 |
| REASURE VALLEY COFFEE | 2180:042943 | Coffee for Police Department | 10-421-310 | Yes | POLI | 22.84 |
| REASURE VALLEY COFFEE | 2180:042943 | Coffee for Streets Department | 10-431-310 | Yes | STR | 22.84 |
| ALLEY CO-OPS OMC/ | 008752/8 | Hydraulic hoses for plow trucks | 10-431-595 | Yes | STR | 33.47 |
| ALLEY CO-OPS OMC/ | 008936/8 | Transfer tank fuel pump NEW 2016 F-350 | 29-490-788 | Yes | EXP | 354.59 |
| VEBB LANDSCAPING | SRVCE2868 | Biterrroot bridge snow shoveling | 10-431-780 | Yes | STR | 105.00 |
| Veldner Fire | 110301 | 1 55 Gallon drum of Silvex foam for fire fighting | 10-423-595 | Yes | FIRE | 850.00 |
| Veldner Fire | 110458 | 3 coupling for large hose, 1 peican case for radios | 10-423-575 | Yes | FIRE | 207.03 |
| WOOD RIVER LOCK SHOP | 6734 | 8 car keys for Police vehicles | 10-421-320 | Yes | POLI | 44.00 |
| WOLL MEDICAL CORPORATION | 2315146 | 2 New AEDs, one for Streets Department, and Elkhorn Fire Station | 10-423-325 | Yes | FIRE | 2,650.82 |

Grand Totals:

99,473.25

| Vendor Name | Invoice # | Description | Account # | Budgeted | Depl. | Amount |
|-------------|-----------|-------------|-----------|----------|-------|--------|
|-------------|-----------|-------------|-----------|----------|-------|--------|

Finance Committee Chair, Jane Conard: _____ Date: _____

January 7, 2016

Mayor DeWayne Briscoe
City of Sun Valley

I hereby tend my resignation as a City Councilman
effective immediately prior to my swearing in as
Mayor of the City of Sun Valley.



Peter M Hendricks

City Councilman

Official Oath of Office

I, Jane Reister Conard, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Idaho, and that I will faithfully discharge the duties of City Council Member of the City of Sun Valley according to the best of my ability.

Jane Reister Conard

Subscribed and sworn to before me this 7th day of January, 2016.

Alissa Weber, City Clerk

Certificate of Election

City of Sun Valley, State of Idaho

THIS IS TO CERTIFY, that at a General Election held in the City of Sun Valley, County of Blaine, State of Idaho, on the third day of November, 2015,

Jane Reister Conard

was duly elected to the office of City Council Member for the City of Sun Valley for a term of four (4) years, beginning the 7th day of January, 2016.

IN WITNESS WHEREOF, this certificate has been signed by the Mayor and Clerk of the City of Sun Valley, and its corporate seal has been hereto affixed on the 7th day of January, 2016.

Attest: _____
Alissa Weber, City Clerk

Dewayne Briscoe, Mayor

Official Oath of Office

I, Michelle Griffith, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Idaho, and that I will faithfully discharge the duties of City Council Member of the City of Sun Valley according to the best of my ability.

Michelle Griffith

Subscribed and sworn to before me this 7th day of January, 2016.

Alissa Weber, City Clerk

Certificate of Election

City of Sun Valley, State of Idaho

THIS IS TO CERTIFY, that at a General Election held in the City of Sun Valley, County of Blaine, State of Idaho, on the third day of November, 2015,

Michelle Griffith

was duly elected to the office of City Council Member for the City of Sun Valley for a term of four (4) years, beginning the 7th day of January, 2016.

IN WITNESS WHEREOF, this certificate has been signed by the Mayor and Clerk of the City of Sun Valley, and its corporate seal has been hereto affixed on the 7th day of January, 2016.

Attest: _____
Alissa Weber, City Clerk

Dewayne Briscoe, Mayor

Official Oath of Office

I, Peter Hendricks, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Idaho, and that I will faithfully discharge the duties of Mayor of the City of Sun Valley according to the best of my ability.

Peter Hendricks

Subscribed and sworn to before me this 7th day of January, 2016.

Alissa Weber, City Clerk

Certificate of Election

City of Sun Valley, State of Idaho

THIS IS TO CERTIFY, that at a General Election held in the City of Sun Valley, County of Blaine, State of Idaho, on the third day of November, 2015,

Peter Hendricks

was duly elected to the office of Mayor for the City of Sun Valley for a term of four (4) years, beginning the 7th day of January, 2016.

IN WITNESS WHEREOF, this certificate has been signed by the Mayor and Clerk of the City of Sun Valley, and its corporate seal has been hereto affixed on the 7th day of January, 2016.

Attest: _____
Alissa Weber, City Clerk

Dewayne Briscoe, Mayor

**CITY OF SUN VALLEY
CITY COUNCIL
AGENDA REPORT**

To: Honorable Mayor Peter Hendricks and City Council Members
From: Jae Hill, AICP, CFM, Community Development Director
Date: 7 Jan 2016
Re: Ordinance 479 - Encroachments

On August 28th, at the behest of Mayor Briscoe, various City staff convened a meeting of an “Encroachment Team” to discuss issues and proposed policies with keeping the rights-of-way clear for city operations pertaining to the health, safety, and welfare of the City.

On September 23rd, the Community Development Director presented the team’s findings to the council in a memo consisting of recommended changes to the City’s encroachment policy. The council provided instruction to staff to prepare an ordinance to codify the changes.

In lieu of creating a new section of code, staff found that the existing “Encroachment Permits” chapter of the Municipal Code (Title 7, Chapter 4) was sufficient – with modification – to serve as the “Encroachments” chapter.

A summary of changes to Title 7, Chapter 4 is as follows:

- 1) Title of the chapter changed to “Encroachments.” [Line 19]
- 2) Notary requirement for revocation agreement added. [Lines 45-48]
- 3) Added standards for permanent and semi-permanent encroachments, including requirements for landscaping maintenance, driveway approaches, snow storage, and utility boxes. [Lines 68-85]
- 4) Added a section regarding Abatement [Lines 115-133] detailing the procedure for determining nuisances and the process for the city to serve notice to offending parties.
- 5) Added a clause to allow for appeal of abatement decisions made by staff. [Lines 140-141]
- 6) Added a section to provide for penalties to be assessed by the City for continued noncompliance. [Lines 146-151]

The standards in 7-4-5 had to be amended to provide clear guidance to residents on how to maintain their encroachments in such a way as to not offend the health and safety of the public. For example, trees must be pruned back from the right of way to a distance of fourteen feet above the road surface to allow for safe operation of the City’s snow plows and fire apparatus, which are that tall. New driveway approaches can not be constructed of pavers, as the snow plows can tear them up and road work (like chip seal) requires additional time and expense to protect them from damage. Finally, the utility junction boxes and meters within the right-of-way need marking to prevent collision with snow removal equipment.

Most notable of the changes is the ability of the city to enforce these policies. Property owners will be given 90 days to bring their encroachments into compliance before the City undertakes the abatement

and may then seek recompense from the appropriate property owners. Careful consideration was given to due process, allowing citizens to appeal abatement notices to the Council.

RECOMMENDATION: Staff recommends approval of Ordinance 479.

RECOMMENDED MOTION: "I move to approve Ordinance 479, amending Title 7, Chapter 4 of the Municipal Code."

ALTERNATIVE ACTIONS: Amend the Ordinance, and approve as amended; or direct Staff to return with additional information/changes.

ATTACHMENTS:

1. Ordinance 479
2. Policy Memo dated September 23rd, 2015

1 **ORDINANCE NO. 479**

2 **AN ORDINANCE OF THE CITY OF SUN VALLEY, IDAHO, AMENDING TITLE 7, CHAPTER 4 OF THE**
3 **MUNICIPAL CODE REGARDING ENCROACHMENTS WITHIN THE CITY-OWNED RIGHT-OF-WAY**

4
5 WHEREAS the City of Sun Valley owns and maintains approximately twenty linear miles of right-of-way;
6 and

7
8 WHEREAS the city holds that right-of-way in trust for the public use, including public travel, emergency
9 access, snow storage, and the installation of public utilities; and

10
11 WHEREAS it is the responsibility of the city to ensure that safe passage, public safety, road maintenance,
12 and snow removal are provided in a safe manner to the benefit of all residents and visitors;

13
14 THEREFORE BE IT ORDAINED, by the Mayor and Council of the city, as follows:

15
16 **SECTION 1.** Title 7, Chapter 4 (Encroachment Permits) of the city's Municipal Code shall be amended by
17 removing struck-through text and adding underlined text as displayed below:

18
19 CHAPTER 4: ENCROACHMENTS ~~PERMITS~~

20
21 7-4-1: ACTIONS REQUIRING PERMIT

22 It shall be unlawful for any person to place, maintain, or replace any improvement whatsoever, or to
23 excavate, dig, pave, landscape, block or fence, either under, within, above, or upon any city right of
24 way, street, roadway, walkway, easement or other public property without first applying for and
25 obtaining a permit from the city for such encroachment. (Ord. 382, 10-25-2006.)

26
27 7-4-2: PERMIT APPLICATION

28 Any party applying for an encroachment permit shall provide the following information on an
29 application form provided by the city at least three (3) business days prior to the commencement of
30 any encroachment:

31 A. Owner's name, address and telephone number, and:

- 32 1. The applicant's name if different than the owner.

- 33 2. The address of the property for which the encroachment permit application is made.
- 34 B. Purpose of the proposed encroachment.
- 35 C. Description of the requested encroachment including a landscape or improvement plan and/or
- 36 sketch showing the intended use.
- 37 D. Time period within which the proposed encroachment will be completed.
- 38 E. Any additional information required by the city. (Ord. 382, 10-25-2006)

39

40 7-4-3: REVOCATION AGREEMENT

41 A. The encroachment permit shall contain an agreement and understanding that the permit is

42 revocable in writing at the sole discretion of the city after reasonable notice, or without notice in case

43 of an emergency or hazardous situation, and that removal of any and all improvements or uses shall

44 be done at the sole cost and expense of the applicant and at no cost or expense to the city. (Ord. 382,

45 10-25-2006)

46 B. The revocation agreement must be signed and notarized by the property owner requesting said

47 encroachments prior to the issuance of the permit; the signed, notarized agreement shall then be

48 recorded with the Blaine County Recorder prior to the commencement of the encroachment. A copy

49 of the recorded document shall be transmitted or delivered to the city's Community Development

50 Department.

51

52 7-4-4: CITY ACTION ON PERMIT APPLICATION

53 The city staff may issue the encroachment permit only after determining the following:

- 54 A. Granting the request will not require public expense.
- 55 B. The permitted improvements will not interfere with the full use, safety, and enjoyment of the right
- 56 of way or easement by the public and by the city, including the plowing of snow or other street
- 57 maintenance activities.
- 58 C. Granting the request will not jeopardize the public health, safety or general welfare. (Ord. 382, 10-
- 59 25-2006)

60

61 7-4-5: CITY STANDARDS

62 All improvements shall be constructed in accordance with applicable city standards adopted in this

63 title, including the most current version of the Idaho sStandards for pPublic wWorks eConstruction

64 (ISPWC).

65 A. Construction will be conducted in such a way that pedestrian and vehicular circulation needs can
66 be reasonably met.

67 B. Drainage systems and other utilities will not be adversely affected.

68 C. Immediately following construction, the right of way, easement or property will be restored to its
69 original, usable condition. (Ord. 455, 12-6-2012)

70 D. Permitted landscaping improvements shall require regular maintenance by the property owner.
71 Trees and shrubs in, or adjacent to, the right-of-way shall be pruned to keep clear of the roadway to
72 a distance of fourteen (14) feet above the road surface. Grasses shall be mowed or maintained in such
73 a manner which doesn't obstruct visibility, access, or parking.

74 E. New driveways and approaches within the city-owned right-of-way shall require a permit.

75 1. Paver driveways shall not be extended to meet the roadway; the first three feet of the driveway
76 approach must be concrete, asphalt, or similar material to that of the adjacent road.

77 2. Existing paver driveways as of the date of adoption of this code, with or without a permit, are
78 grandfathered under this section.

79 3. New or reconstructed driveways and approaches shall meet the intent of E.1 of this section.

80 F. Snow from privately owned properties shall not be placed or disposed of in the right-of-way.
81 Disposal of snow which originates on private property, and which obstructs the right-of-way or
82 impairs the ability to store snow within the right-of-way, will result in a citation to the offending party.

83 G. Utility boxes, junctions, meters, or other utility access points within the right of way shall contain
84 standardized identification and markings for emergency services access and for avoidance by
85 municipal snow removal operators, to the satisfaction of the Streets Superintendent, Fire Chief, and
86 Police Chief.

87

88 7-4-6: TIME LIMITS ON CUTTING PAVEMENT

89 A. No cutting of pavement shall be permitted prior to March 31 or after November 15, unless
90 emergency or mitigating circumstances are found to exist by the city.

91 B. No cutting of pavement shall be permitted within five (5) years of a newly paved road unless the
92 applicant is unable to bore under the roadway after trying up to three (3) times. (Ord. 382, 10-25-
93 2006)

94

95 7-4-7: PROHIBITED ACTS

96 A. No irrigation or watering of property shall be done in such a manner as to cast, spray or flood water
97 upon pavement or pavement shoulders within city rights of way, easements or property.

98 B. Loading, unloading or operation of vehicles equipped with metal tracks or lugs on paved areas of
99 city rights of way, easements or property is prohibited. (Ord. 382, 10-25-2006)

100
101 7-4-8: FEES
102 All applications submitted for encroachments shall be accompanied by a fee as adopted by city council
103 resolution. (Ord. 382, 10-25-2006)

104
105 7-4-9: BONDING REQUIREMENT
106 All commercial enterprises or operators providing services related to the installation and maintenance
107 of encroachments, including, but not limited to, utility providers, paving contractors, general
108 contractors, subcontractors and landscapers submitting an application under the provisions of this
109 chapter shall provide evidence that the applicant possesses a valid state of Idaho contractor's
110 registration number. The community development director may require that the proposed work is
111 covered by a bond or surety in the minimum amount and process in accordance with title 9 of this
112 code. The bond or surety amount may be increased by the city when the nature and value of the
113 project and its impact on the neighborhood or the city warrants a higher amount. (Ord. 382, 10-25-
114 2006)

115
116 7-4-10: ABATEMENT
117 A. Abatement or remediation of noncompliant, unpermitted encroachments shall occur in the
118 following priority order, where:

- 119 1. Fire hydrant access has been impaired;
- 120 2. Line-of-sight has been negatively impacted at curves and intersections;
- 121 3. Road thru-width and turnaround areas have been reduced in utility;
- 122 4. Shading by landscaping is unduly causing ice buildup on the roadway, particularly on curves;
- 123 5. Drainage has been impaired;
- 124 6. Municipal snow storage capacity has been reduced;
- 125 7. Landscaping, monuments, and other improvements are obstructing travel, access, or other
126 municipal functions.

127 B. Appurtenant property owners who enjoy any encroachment, regardless of their action or
128 responsibility in creating said encroachment, will be found responsible for its abatement.

129 C. Property owners immediately appurtenant to an identified encroachment will be notified by
130 certified mail of the encroachment and the city's intent to abate.

131 D. Notified property owners will have ninety (90) days to remediate the encroachment, at their own
132 expense, before the city abates the encroachment.

133 E. The city, in abating the nuisance, may opt to seek repayment of expenses from the offending
134 property owner.

135
136 7-4-1011: APPEALS

137 Any affected party having been denied an encroachment permit after having made proper application
138 and having paid for the same, or who, after making proper application and having paid for the same,
139 disagrees with the staff interpretation of any matter relating to the application of the requirements
140 of this chapter, may submit an appeal, in writing, within ten (10) days of the date of such denial to the
141 city council. Any recipient of an abatement notice may submit an appeal to the city council within ten
142 (10) days of the date of receipt said notice. Such appeals, if submitted more than ten (10) days prior
143 to the next regular council meeting, shall be heard at that meeting. ~~Or~~ otherwise, the appeal shall be
144 heard by the council at a regular or special meeting within forty five (45) days of the date of the appeal
145 request. (Ord. 382, 10-25-2006)

146
147 7-4-12: PENALTIES

148 Offenders, upon receiving a duly-processed citation per Section 10 of this Chapter, shall be cited with
149 an infraction in accordance with Section 1-4-1 of the Sun Valley Municipal Code. Each day the violation
150 persists beyond the allotted period of compliance in 7-4-10-D shall result in an additional fine. The
151 City may impose a tax lien on the property in question to recover all applicable fines, fees, and
152 abatement expenses; encroachments are deemed to be nuisances pursuant to Idaho Code Section
153 50-334 and a special tax levy for abatement may be imposed pursuant to Idaho Code Section 50-1008.

154
155 **SECTION 2: SAVINGS AND SEVERABILITY.** If any section, subsection, paragraph, subparagraph, item,
156 provision, regulation, sentence, clause or phrase is declared by a court to be invalid, such actions shall not
157 affect the validity of this Ordinance as a whole or any part thereof other than the part declared invalid.

158

159 **SECTION 3: CODIFICATION.** The City Clerk is instructed pursuant to Section 1-1-3 of the City of Sun Valley
160 Municipal Code to immediately forward this ordinance to the codifier of the official municipal code for
161 proper revision of the code.

162

163 **SECTION 4: REPEALER CLAUSE.** All City of Sun Valley Ordinances, or parts thereof, which are in conflict
164 herewith are hereby repealed.

165

166 **SECTION 5: EFFECTIVE DATE.** This ordinance shall be in full force and effect from and after its approval,
167 passage and publication as provided by law.

168

169 APPROVED BY THE SUN VALLEY CITY COUNCIL THIS **7th day of JANUARY, 2016.**

170

171 APPROVED:

172

173

174 ATTEST:

Peter Hendricks, Mayor
City of Sun Valley

175

176

177

178 _____
Alissa Weber, City Clerk

179 City of Sun Valley

MEMORANDUM

To: Honorable Mayor Dewayne Briscoe and City Council Members

From: Jae Hill, AICP, CFM, Community Development Director

Date: 23 Sep 2015

Re: Recommended Changes to Encroachment Policies and Regulations

On August 28th, at the behest of Mayor Briscoe, an "Encroachment Task Force" meeting was convened to discuss issues and proposed policies with keeping the rights-of-way clear for city operations pertaining to the health, safety, and welfare of the City. In attendance were:

- Jae Hill, Community Development Director
- Walt Femling, Police Chief
- Ray Franco, Fire Chief
- Bill Whitesell, Streets Superintendent
- Terence Davit, Streets Department

Issues that arose during roundtable discussions included.

1. Installation of pavers, hydronic driveway heating systems, irrigation equipment, lighting, address monuments, and other improvements that can be damaged during plowing and maintenance work;
2. Available areas for municipal snow storage and stormwater runoff;
3. Piling of snow from private residences in rights-of-way;
4. Installation of landscaping within, or immediately adjacent to, the right-of-way which creates line-of-sight issues and hazards to motorists;
5. Encroachment on fire hydrants, preventing access by responders;
6. Unclear liability for damage, repair, replacement, maintenance of encroachments;
7. A City of Sun Valley Encroachment permit that seemingly addresses only temporary excavation or utility work within the right-of-way;
8. Keeping vegetation within the right-of-way trimmed to 14' a distance above the roadway to permit passage of Fire and maintenance vehicles;
9. Non-standardized marking of underground utilizing and junction boxes.

Solutions to the problem are multi-fold.

1. Creation of a new Landscape Encroachment Permit for semi-permanent and permanent encroachments. Such a permit must:
 - a. include revocation language.
 - b. include an indemnity against the City for damages and waiver of liability in the event of revocation.

- c. be recorded to the County Assessor's property file, signed and notarized by the property owner. *Current agreements are non-binding in perpetuity, non-discoverable, and not transferable to future owners. Many agreements are signed by applicants, such as contractors or landscapers.*
2. Abatement must be commenced against nuisances, beginning with apparent hazards to the public health, safety, and welfare.
3. End the City policy of compensating owners for damages within the right-of-way incurred by regular City operations.
4. Add language to SVMC § 7-4-2 detailing the notarized and recorded application requirement, to SVMC § 7-4-3 regarding abatement procedures, and to SVMC § 7-4-5 to add maintenance standards for snow removal/storage, vegetation trimming/mowing, and other improvements.

Active enforcement of the City's existing policies in Title 7, Chapter 4 (Encroachment Permits) of the Municipal Code should begin immediately following the new application. Abatement of nuisances and noncompliant properties should occur in the following priority order:

1. Line-of-sight preservation on curves and at intersections
2. Reduction of road thru-width and turnaround areas
3. Hydrant access
4. Icing/shading by landscaping
5. Drainage
6. Municipal snow storage
7. Landscaping, monuments, and other improvements.

Abatement will occur after using aerial photography, windshield surveys, and staff-verified Citizen Comment Forms to determine the location of hazardous encroachments. Property owners should be given notice by certified mail and given a time to rectify the issue at their own expense prior to action by the City. The City should be able to recover costs associated with abating and remediating hazardous conditions; language might be added to SVMC § 7-4-3 to elaborate that point.



City of Sun Valley Fire Department Staffing



**Sun Valley City Council
January 7, 2016**

Fire Department Staffing Background

⚡ 2013 Fire Department Staffing

- ⚡ Chief

- ⚡ Assistant Chief

- ⚡ Fire Code Official

- ⚡ Training Officer

⚡ **24 hour response - these 4 employees rotated 'on-call' from their residences on nights, weekends and holidays in addition to their regular 40 hour work week**

⚡ **Significant burnout was occurring**

Fire Department Staffing Background

✚ October 2014

- ✚ 2 firefighter/EMTs hired (24 hour EMT program)
- ✚ Provide response from within the city on nights, weekends and holidays
- ✚ Unorthodox staffing schedule necessary to provide 24 hr. coverage with only two people
- ✚ Complete 24 hour staffing not completely realized with 2 firefighter/EMTs (gaps in the 24 hour coverage schedule)
- ✚ Paid on-call firefighter/EMTs used to fill gaps in the schedule (unpredictable)

Fire Department Staffing Background

✦ FY 2016 Budget Proposal

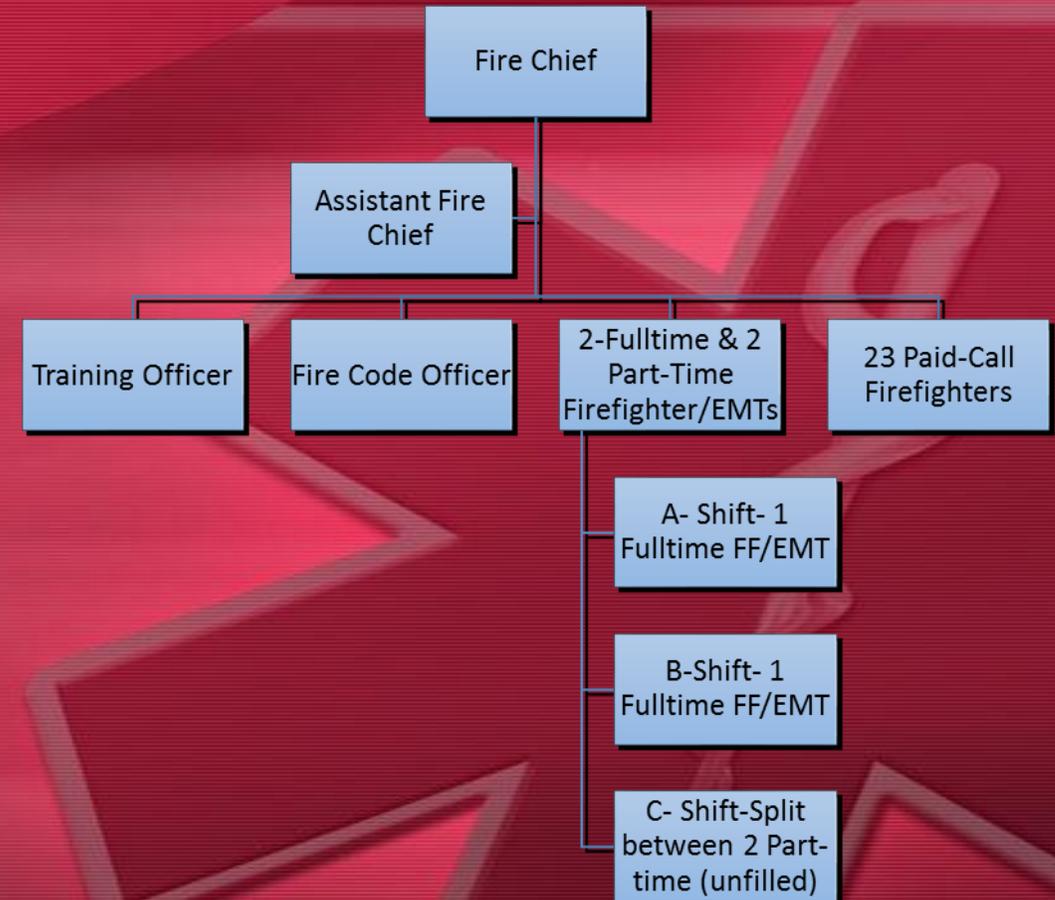
- ✦ Requested 1 additional fulltime firefighter/EMT
- ✦ Requested 1 part-time firefighter/EMT

✦ City Council approved funding for 2 part-time firefighter/EMTs for FY 2016

- ✦ Announcement for part-time position posted and advertised
- ✦ No applicants applied for the 2 part-time positions

Current Staffing Model

- ✦ Standard fire department staffing for 24 hour coverage consists of an A,B,C shift platoons
- ✦ Planned to split C-shift with 2 part-time firefighter/EMTs



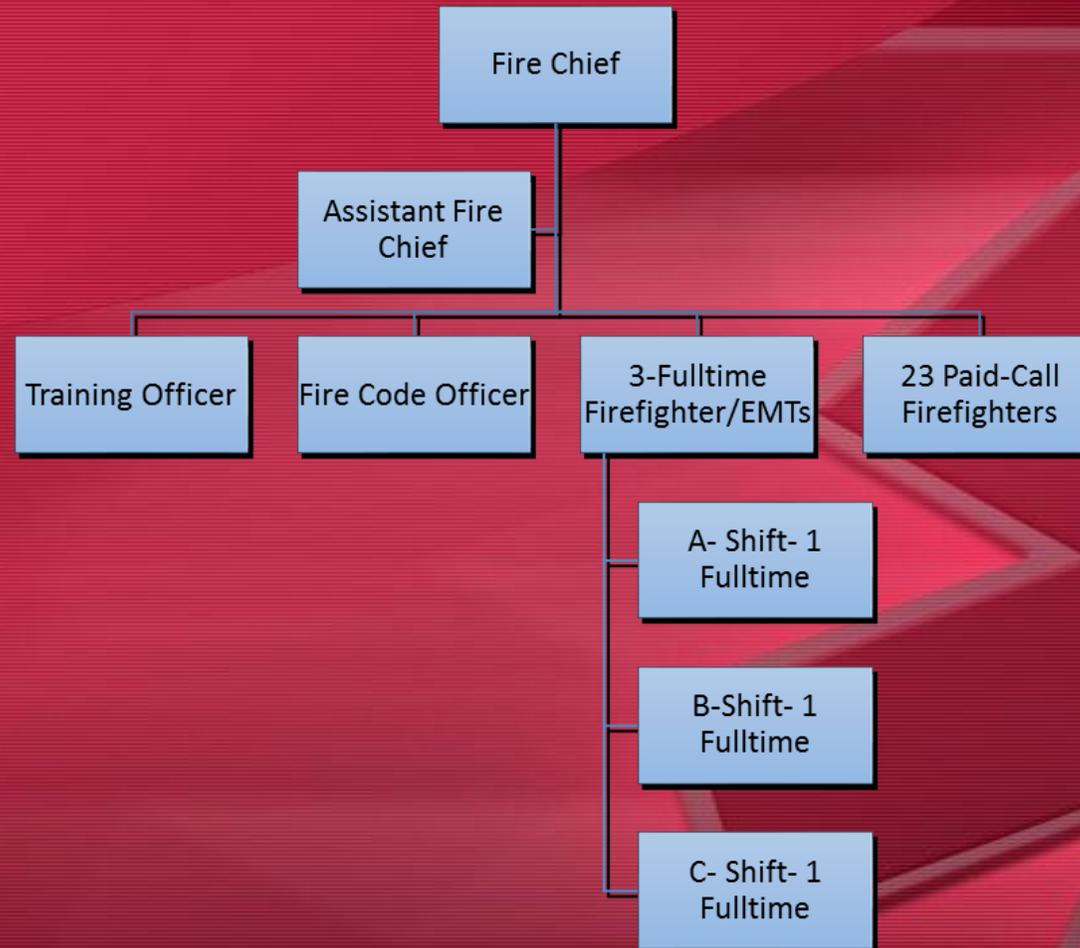
Current Staffing Model

- ✦ **Staffing A and B shift- not a sustainable staffing model and schedule (2015)**
 - ✦ Schedule is unlike any other fire department staffing model
 - ✦ Current 2 firefighter/EMTs work alternating nights and weekends
 - ✦ This model has been leading to burnout with current staff
 - ✦ Unable to fill 2 part-time firefighter/EMT positions approved by City Council

Proposed Staffing Model

- ✦ **Proposed staffing model includes hiring 1 fulltime firefighter/EMT instead of 2 part-time firefighter/EMTs**
 - ✦ Same request as FY 2016 budget request minus part-time firefighter/EMT request
- ✦ **Proposed staffing model is consistent with contemporary fire department staffing and improves reliability**
 - ✦ A, B, C, shift providing 24 hour response

Proposed Staffing Model



Proposed Staffing Model

- ✦ Proposed staffing model is sustainable for many years
- ✦ Proposed staffing model reduces dependence on paid on-call staffing for 24 hour scheduling gaps
 - ✦ In 2015
 - ✦ 1,114 hours of paid on-call firefighter/EMTs to cover schedule gaps
 - ✦ \$21,848 in wages and benefits expended for paid on-call members to cover schedule gaps

Proposed Staffing Model

- ✦ **Proposed staffing model (one fulltime firefighter/EMT instead of 2 part-time firefighter/EMTs) would reduce dependence on paid on-call members covering regular shifts**
- ✦ We would still use paid on-call staffing to help cover vacation, sick leave, etc.

Proposed Staffing

- ✦ **Current financial considerations of proposed staffing model**
 - ✦ \$44,384 budgeted in FY 2016 for 2 part-time firefighter/EMTs (zero funding spent to date of this allotted amount)
 - ✦ \$42,613 would fund one fulltime firefighter/EMT through the remainder of FY 2016 which would result in a savings of **\$1,771.**

Proposed Staffing

⚡ Financial considerations for the FY 2016 – 2017 Budget and beyond

- ⚡ The annual cost of a full-time firefighter/EMT is \$58,754, which is \$16,140 above the cost of two part-time firefighter/EMTs
- ⚡ \$21,848 was expended for paid on-call members in 2015 to cover schedule gaps
- ⚡ \$5,708 in annual savings is expected with the proposed staffing model

Summary

- ✦ **Proposing to change staffing from 2 part-time firefighter/EMTs to 1 fulltime firefighter/EMT**
 - ✦ Same request as FY 2016 budget process minus part-time request.
 - ✦ No applications received for the 2 part-time positions that were approved in the FY 2016 budget
 - ✦ Current staffing model is unsustainable and leading to employee burnout- very unorthodox schedule
 - ✦ One fulltime firefighter/EMT will achieve sustainable staffing model at a cost savings from the FY 2016 budget and beyond

Questions?





Mayor
Dewayne Briscoe

Council
Keith Saks,
President
Michelle Griffith
Peter Hendricks
Jane Conard

Background for agenda #13 - HRA,
I had Alissa search files for HRA decisions
from Council minutes and packets -

The January 20, 2005 Council established
+ coverage for Mayor and Council in the
H.R.A. and was approved by Blue Shield,

As the plan was compensation for Mayor
and Council implementation had to be deferred.

Changes to include Mayor and Council are
already approved by the 2005 Council,
approved by Blue Shield and not needed.

By statute the Mayor is 24/7 in responsibility
and authority. Many weeks I "worked"

more than 30 hours. -

There should be no "30 hour" limit on the

Mayor -

respectfully submitted for background.

Dewayne Briscoe Mayor

(From Jan 20 2005 Council packet) by Alissa

DLB

- 7. Presentation by Morgan Brown and Martin Flannes regarding their company Developing Green and viable green building methods.

This agenda item was removed due to a scheduling conflict of representatives from Developing Green. Mayor Thorson advised he would suggest Developing Green representatives make a presentation before the Planning and Zoning Commission.

ACTION ITEMS

- 8. Action on Health Insurance HRA policies:
 - a. Mayor and Council Health Reimbursement Arrangement Annual Roll-Over and Portability Policy

Council member Board moved to accept the Mayor and City Council Health Reimbursement Arrangement policy as presented, which motion was duly seconded by Council member Laird; and the question being upon the motion, a roll call vote was taken with the following result:

AYES: Council members Board, Renick, Agnew and Laird
NAYES: None

(see attached policy)
Mayor and council are included in HRA

Mayor Thorson declared the motion carried.

- b. City Staff Health Reimbursement Arrangement and Annual Roll-Over and Portability Policy

DLB

Council member Board moved to accept the City Staff Health Reimbursement and Annual Roll-Over and Portability Policy as presented, which motion was duly seconded by Council member Laird; and the question being upon the motion, a roll call vote was taken with the following result:

AYES: Council members Board, Renick, Agnew and Laird
NAYES: None

Mayor Thorson declared the motion carried.

OTHER BUSINESS TO COME BEFORE THE COUNCIL

City Council briefly discussed what might have transpired that led to the Blaine County Commissioners' decision to withdraw their previous offer to donate funds to post-tsunami relief efforts.

Council discussion ensued regarding the City's current building moratorium that was implemented to allow time for an ordinance to be drafted that would address the need for community housing in the City of Sun Valley. Highlights of the suggestions and concerns brought forth during the discussion follow:

CITY OF SUN VALLEY
MAYOR & COUNCIL HEALTH REIMBURSEMENT ARRANGEMENT POLICY

(FROM #8-
JAN 20 2005
packet)
DLB

The Mayor and Council are full-time employees of the City and are eligible to receive health insurance benefits equal to those provided to other employees. In addition, the Mayor & Council may select to provide for their health insurance coverage through an existing health insurance program of their own or through a spouse's health insurance program. If one of these options is selected, the Mayor and/or Councilperson(s) may still participate in the City's Health Reimbursement Arrangement (HRA) program as follows:¹

1. The City will establish an individual HRA account for the Mayor and/or Councilperson and contribute \$1,217.40 per month to the account. The maximum total contribution over a twelve month period is \$14,608.80 and the period of time will be from January 1st through December 31st.²
2. The HRA account may be used by the Mayor and/or Councilperson(s) for the reimbursement of their health insurance premiums and/or deductibles including all dependents on the program.
3. The Mayor and/or Councilperson(s) must present to ISC, the City's HRA account managers, acceptable proof of health insurance premium payment in order to be reimbursed (i.e. payroll documentation or premium invoice).
4. The Mayor and/or Councilperson(s) must present to ISC acceptable proof of deductible payment in order to be reimbursed (i.e. doctor's receipt or Explanation of Benefits (EOB) from health insurance provider.)
5. ISC will be responsible for verifying receipts and payroll deduction documentation and will make timely reimbursements for all eligible health insurance premium costs and deductibles.
6. The maximum total reimbursement for the twelve month HRA period is \$14,608.80.
7. At the end of the twelve month period, or at anytime that the elected term of the Mayor and/or Councilperson(s) should end, any remaining funds in the Mayor's or

¹The Mayor and Council are considered a unique class under this policy and, therefore, other employees are not eligible for this HRA Program.

² The monthly and maximum annual City Contribution to the HRA accounts is calculated based upon the current per employee and dependent *premium costs* charged by Regence BlueShield of Idaho (Health Insurance) and MetLife (Dental Insurance) for City employees and the City's share of paid deductibles in the current 2004/05 health insurance policy.

| | Health | Dental |
|------------------|---|-------------------|
| Employee: | \$ 263.00/month | \$ 25.80 |
| Spouse: | \$ 316.00/month | \$ 23.70 |
| Children: | \$ 354.00/month (or \$118/month/child up to 3 children) | \$ 30.00 |
| Total per month: | \$ 933.00 | \$ 84.40 (family) |
| Total per year: | \$11,196.00 | \$1,012.80 |

Plus: City Deductible Payment: \$2,400.00

Total Annual HRA Account Contribution: \$14,608.80

Councilperson(s) HRA account will revert back to the City and will be forfeited by the Mayor and/or Councilperson(s) if they do not have outstanding receipts to withdraw those funds. There is no roll-over provision provided in this program.

Mary Comer had blue shield approval for this from the records I researched

LB

CITY OF SUN VALLEY

CITY STAFF HEALTH REIMBURSEMENT ARRANGEMENT
ANNUAL ROLL-OVER AND PORTABILITY POLICY

(From #8
Jan 20 2005
packet)
DLB

Regence BlueShield of Idaho has been selected by the City of Sun Valley to provide health insurance for its full-time employees. The Health insurance plan includes a Health Reimbursement Arrangement (HRA) program. Individual employee HRA accounts are established and annually the city appropriates funds to the HRA account to help pay for employee deductibles.

It is the City's policy that at the end of each fiscal year, any unused appropriation funds in an individual's HRA account may be rolled over into the next fiscal year. The maximum amount that may be rolled over each year is seventy percent (70%) of the remaining funds. The funds may be used in subsequent years for medical costs as authorized by Regence BlueShield.

Vesting of roll-over funds occurs at the completion of three (3) years of full-time employment. Roll-over funds will at that time become available as a profitability payment to an employee should the employee leave City employment. After year three (3), an employee, upon employment termination, will be provided a payment of up to \$1,500 of any vested roll-over funds. At the end of five (5) or more years of employment, an employee will be entitled to payment of up to \$5,000 of any vested roll-over funds.

An employee receiving a profitability payment may choose to either have the payment made as income and, therefore, subject to all applicable payroll taxes and payroll benefits or the employee may select that a payment or payments be made directly for another health insurance plan.

CITY OF SUN VALLEY HRA PLAN

SUMMARY PLAN DESCRIPTION

(definition of Mayor and Council
as full time employees was done
by the Council on Jan 20, 2005
for the HRA ONLY -

DLB

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HEALTH REIMBURSEMENT ARRANGEMENT

INTRODUCTION

We are pleased to establish this Health Reimbursement Arrangement to provide you with additional health coverage benefits. The benefits available under this Plan are outlined in this summary plan description. We will also tell you about other important information concerning the Plan, such as the rules you must satisfy before you become eligible and the laws that protect your rights.

Read this summary plan description carefully so that you understand the provisions of our Plan and the benefits you will receive. You should direct any questions you have to the Administrator. There is a plan document on file, which you may review if you desire. In the event there is a conflict between this summary plan description and the plan document, the plan document will control.

ELIGIBILITY

1. What Are the Eligibility Requirements for Our Plan?

You will be eligible to join the Plan as of your date of employment with us. All HRA benefits for eligible employees shall be prorated according to their hire date in the calendar year in which such eligibility is established.

2. When is My Entry Date?

Once you have met the eligibility requirements, your entry date will be the first day of the month coinciding with or following the date you met the eligibility requirements.

3. Are There Any Employees Who Are Not Eligible?

Yes, there are certain employees who are not eligible to join the Plan. They are: Employees who are part-time. A part-time employee is someone who works, or is expected to work, less than 30 hours a week.

(The council on Jan 20, 2005 defined Mayor and Council as full time employees for the HRA only (ALB))

BENEFITS

1. What Benefits Are Available?

The plan allows you to be reimbursed by the Employer for any deductibles which you have to meet which are incurred by you or your dependents.

The plan also allows council members to be reimbursed by the Employer for any insurance premiums.

The employer maximum contribution allowed each year is (a) \$1,200 per year per single Participant for medical deductibles; and (b) \$2,400 per year per Employee and family for medical deductibles. ~~The following additional contributions will be made:~~ reimbursements may be payable: (a) \$1,217.40 per month will be made a credit towards premiums paid may be available, equivalent to the maximum health benefit costs provided up to a family of five, for council members for premiums who elect to waive the group health insurance; and (b) \$250 per year per eligible employee for prescription expenses, which is not eligible for rollover. Any unused amounts from prior Coverage Periods shall be carried forward to the next Coverage Period; however, this carry forward shall not apply to council members. However, the maximum that can be carried forward to a later Coverage Period is 70% of your remaining balance.

Expenses are considered "incurred" when the service is performed, not necessarily when it is paid for. Any amounts reimbursed to you under the Plan may not be claimed as a deduction on your personal income tax return nor reimbursed by other health plan coverage including our health flexible spending account.

2. When Must Expenses Be Incurred?

You may submit expenses that you incur each "Coverage Period." A new "Coverage Period" begins January 1st and ends on December 31st.

3. When Will I Receive Payments From the Plan?

During the course of the Coverage Period, you may submit requests for reimbursement of expenses you have incurred. However, you must make your requests for reimbursements no later than 60 days after the end of the Coverage Period. The Administrator will provide you with acceptable forms for submitting these requests for reimbursement. In addition, you must submit to the Administrator proof of the expenses you have incurred and that they have not been paid by any other health plan coverage. If the request qualifies as a benefit or expense that the Plan has agreed to pay, you will receive a reimbursement payment soon thereafter. Remember, reimbursements made from the Plan are generally not subject to federal income tax or withholding. Nor are they subject to Social Security taxes.

4. What Happens If I Terminate Employment?

See Article V.

5. Family and Medical Leave Act (FMLA)

If you take leave under the Family and Medical Leave Act, you may revoke or change your existing elections for health insurance. If your coverage in these benefits terminates, due to your revocation of the benefit while on leave or due to your non-payment of contributions, you will be permitted to reinstate coverage for the remaining part of the Plan Year upon your return.

If you continue your coverage during your unpaid leave, you may pre-pay for the coverage, you may pay for your coverage on an after-tax basis while you are on leave, or you and your Employer may arrange a schedule for you to "catch up" your payments when you return.

6. **Uniformed Services Employment and Reemployment Rights Act (USERRA)**

If you are going into or returning from military service, you may have special rights to health care coverage under your Health Reimbursement Arrangement under the Uniformed Services Employment and Reemployment Rights Act of 1994. These rights can include extended health care coverage. If you may be affected by this law, ask your Administrator for further details.

7. **Newborn and Mothers Health Protection Act**

Group health plans generally may not, under Federal law, restrict benefits for any hospital length of stay in connection with childbirth for the mother or newborn child to less than 48 hours following a vaginal delivery, or Less than 96 hours following a cesarean section. However, Federal law generally does not prohibit the mother's or newborn's attending provider, after consulting with the mother, from discharging the mother or her newborn earlier than 48 hours (or 96 hours as applicable). In any case, plans and issuers may not, under Federal law, require that a provider obtain authorization from the plan or the issuer for prescribing a length of stay not in excess of 48 hours (or 96 hours).

8. **Qualified Medical Child Support Order**

A medical child support order is a judgment, decree or order (including approval of a property settlement) made under state law that provides for child support or health coverage for the child of a participant. The child becomes an "alternate recipient" and can receive benefits under the health plans of the Employer, if the order is determined to be "qualified." You may obtain, without charge, a copy of the procedures governing the determination of qualified medical child support orders from the Plan Administrator.

GENERAL INFORMATION ABOUT OUR PLAN

This Section contains certain general information, which you may need to know about the Plan.

1. **General Plan Information**

City of Sun Valley HRA Plan is the name of the Plan.

Your Employer has assigned Plan Number 502 to your Plan.

The provisions of your Plan become effective on June 1, 2007. However, the original effective date of the document is January 1, 2005.

2. **Employee Information:**

Your Employer's name, address, and identification number are:

City of Sun Valley
P.O. Box 416, Sun Valley, Idaho, 83353
82-0294056

The Plan allows other employers to adopt its provisions. You or your beneficiaries may examine or obtain a complete list of employers, if any, who have adopted your Plan by making a written request to the Administrator.

3 . Plan Administrative Information

The name, address and business telephone number of your Plan's Administrator are:

City of Sun Valley
P.O. Box 416, Sun Valley, Idaho, 83353
(208)622-4438

The Plan Administrator keeps the records for the Plan and is responsible for the administration of the Plan. The Administrator will also answer any questions you may have about our Plan. The Plan Administrator has the exclusive right to interpret the appropriate plan provisions. Decisions of the Administrator are conclusive and binding. You may contact the Administrator for any further information about the Plan.

4 . Third Party Claims Administrative Information

The name, address and business telephone number of the Third Party Claims Administrator are:

National Benefit Services, LLC
P.O. Box 1906
Sandy, UT 84070
(800)274-0503

The Third Party Claims Administrator is responsible for the actual processing of claims on behalf of the Plan Administrator.

5. Service of Legal Process

The Employer is the Plan's agent for service of legal process.

6. Type of Administration

The Plan is a health reimbursement arrangement and the administration is provided through a Third Party Claims Administrator. The Plan is not funded or insured. Benefits are paid from the general assets of the Employer.

IV
ADDITIONAL PLAN INFORMATION

1. Your Rights Under ERISA

Plan Participants, eligible employees and all other employees of the Employer may be entitled to certain rights and protections under the Employee Retirement Income Security Act of 1974 (ERISA) and the Internal Revenue Code. These laws provide that Participants, eligible employees and all other employees are entitled to:

- (a) Examine, without charge, at the Administrator's office, all Plan documents, including insurance contracts, collective bargaining agreements, and a copy of the latest annual report (Form 5500 Series) filed by the Plan with the U.S. Department of Labor, and available at the Public Disclosure Room of the Employee Benefits Security Administration.
- (b) Obtain copies of all Plan documents and other Plan information upon written request to the Administrator. The Administrator may charge a reasonable fee for the copies.
- (c) Continue health care coverage for a Plan Participant, Spouse, or other dependents if there is a loss of coverage under the Plan as a result of a qualifying event. Employees or dependents may have to pay for such coverage.
- (d) Review this summary plan description and the documents governing the Plan on the rules governing COBRA continuation coverage rights.

If your claim for a benefit is denied or ignored, in whole or in part, you have a right to know why this was done, to obtain copies of documents relating to the decision without charge, and to appeal any denial, all within certain time schedules.

If you have a claim for benefits, which is denied or ignored, in whole or in part, you may file suit in a state or Federal court.

Under ERISA there are steps you can take to enforce the above rights. For instance, if you request materials from the Plan and do not receive them within thirty (30) days, you may file suit in a Federal court. In such a case, the court may request the Administrator to provide the materials and pay you up to \$110 a day until you receive the materials, unless the materials were not sent because of reasons beyond the control of the Administrator. If you have a claim for benefits, which is denied or ignored, in whole or in part, you may file suit in a state or Federal court.

In addition, if a Plan Participant disagrees with the Plan's decision or lack thereof concerning the qualified status of a medical child support order, he or she may file suit in federal court.

In addition to creating rights for Plan Participants, ERISA imposes obligations upon the individuals who are responsible for the operation of the Plan. The individuals who operate the Plan, called "fiduciaries" of the Plan, have a duty to do so prudently and in the interest of the Plan Participants and their beneficiaries. No one, including the Employer or any other person, may fire a Plan

Participant or otherwise discriminate against a Plan Participant in any way to prevent the Plan Participant from obtaining benefits under the Plan or from exercising his or her rights under ERISA.

If it should happen that Plan fiduciaries misuse the Plan's money, or if you are discriminated against for asserting your rights, you may seek assistance from the U.S. Department of Labor, or you may file suit in a Federal court. The court will decide who should pay court costs and legal fees. If you are successful, the court may order the person you have sued to pay these costs and fees. If you lose, the court may order you to pay these costs and fees; for example, if it finds your claim is frivolous.

If you have any questions about the Plan, you should contact the Administrator. If you have any questions about this statement, or about your rights under ERISA or the Health Insurance Portability and Accountability Act (HIPAA), or if you need assistance in obtaining documents from the Administrator, you should contact the nearest office of the Employee Benefits Security Administration, U.S. Department of Labor, listed in the telephone directory or the Division of Technical Assistance and Inquiries, Pension and Welfare Benefits Administration, U.S. Department of Labor, 200 Constitution Avenue, N.W., Washington, D.C. 20210, You may also obtain certain publications about your rights and responsibilities under ERISA by calling the publications hotline of the Employee Benefits Security Administration.

2.. How to Submit a Claim

When you have a Claim to submit for payment, you must:

- (1) Obtain a claim form from the Plan Administrator.
- (2) Complete the Employee portion of the form.
- (3) Attach copies of all bills from the service provider for which you are requesting reimbursement.

A Claim is defined as any request for a Plan benefit, made by a claimant or by a representative of a claimant that complies with the Plan's reasonable procedure for making benefit Claims. The times listed are maximum times only. A period of time begins at the time the Claim is filed. Decisions will be made within a reasonable period of time appropriate to the circumstances. "Days" means calendar days.

Notification of whether Claim is accepted or denied 30 days

Extension due to matters beyond the control of the Plan 15 days

Insufficient information on the Claim:

Notification of 15 days

Response by Participant 45 days

Review of Claim denial 60 days

The Plan Administrator will provide written or electronic notification of any Claim denial. The notice will state:

- (1) The specific reason or reasons for the denial.
- (2) Reference to the specific Plan provisions on which the denial was based.
- (3) A description of any additional material or information necessary for the claimant to perfect the Claim and an explanation of why such material or information is necessary.
- (4) A description of the Plan's review procedures and the time limits applicable to such procedures. This will include a statement of your right to bring a civil action under Section 502 of ERISA following a denial on review.
- (5) A statement that the claimant is entitled to receive, upon request and free of charge, reasonable access to, and copies of, all documents, records, and other information relevant to the Claim; and
- (6) If the denial was based on an internal rule, guideline, protocol, or other similar criterion, the specific rule, guideline, protocol, or criterion will be provided free of charge. If this is not practical, a statement will be included that such a rule, guideline, protocol, or criterion was relied upon in making the denial and a copy will be provided free of charge to the claimant upon request.

When you receive a denial, you will have 180 days following receipt of the notification in which to appeal the decision. You may submit written comments, documents, records, and other information relating to the Claim. If you request, you will be provided, free of charge, reasonable access to, and copies of, all documents, records, and other information relevant to the Claim.

The period of time within which a denial on review is required to be made will begin at the time an appeal is filed in accordance with the procedures of the Plan. This timing is without regard to whether all the necessary information accompanies the filing.

A document, record, or other information shall be considered relevant to a Claim if it:

- (1) was relied upon in making the Claim determination;
- (2) was submitted, considered, or generated in the course of making the Claim determination, without regard to whether it was relied upon in making the Claim determination;
- (3) demonstrated compliance with the administrative processes and safeguards designed to ensure and to verify that Claim determinations are made in accordance with Plan documents and Plan provisions have been applied consistently with respect to all claimants;
- (4) or constituted a statement of policy or guidance with respect to the Plan concerning the denied Claim.

The review will take into account all comments, documents, records, and other information submitted by the claimant relating to the Claim, without regard to whether such information was submitted or considered in the initial Claim determination. The review will not afford deference to the initial denial and will be conducted by a fiduciary of the Plan who is neither the individual who made the adverse determination nor a subordinate of that individual.

V

CONTINUATION COVERAGE RIGHTS UNDER COBRA

Under federal law, the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA), certain employees and their families covered under this Arrangement will be entitled to the opportunity to elect a temporary extension of health coverage (called "COBRA continuation coverage") where coverage under the Arrangement would otherwise end. This notice is intended to inform Participants and beneficiaries, in summary fashion, of their rights and obligations under the continuation coverage provisions of COBRA, as amended and reflected in final and proposed regulations published by the Department of the Treasury. This notice is intended to reflect the law and does not grant or take away any rights under the law.

The Plan Administrator or its designee is responsible for administering COBRA continuation coverage. Complete instructions on COBRA, as well as election forms and other information, will be provided by the Plan Administrator or its designee to Participants who become Qualified Beneficiaries under COBRA. The Arrangement itself can provide group health benefits and may also be used to provide health benefits through insurance. Whenever "Arrangement" is used in this section, it means any of the health benefits under this Plan.

1. What is COBRA Continuation Coverage?

COBRA continuation coverage is the temporary extension of group health plan coverage that must be offered to certain Participants and their eligible family members (called "Qualified Beneficiaries") at group rates. The right to COBRA continuation coverage is triggered by the occurrence of a life event that results in the loss of coverage under the terms of the Arrangement (the "Qualifying Event"). The coverage must be identical to the coverage that the Qualified Beneficiary had immediately before the Qualifying Event, or if the coverage has been changed, the coverage must be identical to the coverage provided to similarly situated active employees who have not experienced a Qualifying Event (in other words, similarly situated non-COBRA beneficiaries).

2. Who Can Become a Qualified Beneficiary?

In general, a Qualified Beneficiary can be: Any individual who, on the day before a Qualifying Event, is covered under the Arrangement by virtue of being on that day either a covered Employee, the Spouse of a covered Employee, or a Dependent child of a covered Employee. If, however, an individual who otherwise qualifies as a Qualified Beneficiary is denied or not offered coverage under the Arrangement under circumstances in which the denial or failure to offer constitutes a violation of applicable law, then the individual will be considered to have had the coverage and will be considered a Qualified Beneficiary if that individual experiences a Qualifying Event.

- (1) Any child who is born to or placed for adoption with a covered Employee during a period of COBRA continuation coverage, and any individual who is covered by the Arrangement as an alternate recipient under a qualified medical support order. If, however, an individual who otherwise qualifies as a Qualified Beneficiary is denied or not offered coverage under the Arrangement under circumstances in which the denial or failure to offer constitutes a

violation of applicable law, then the individual will be considered to have had the coverage and will be considered a Qualified Beneficiary if that individual experiences a Qualifying Event.

The term "covered Employee" includes any individual who is provided coverage under the Arrangement due to his or her performance of services for the employer sponsoring the Arrangement. However, this provision does not establish eligibility of these individuals. Eligibility for Plan coverage shall be determined in accordance with Plan Eligibility provisions.

An individual is not a Qualified Beneficiary if the individual's status as a covered Employee is attributable to a period in which the individual was a nonresident alien who received from the individual's Employer no earned income that constituted income from sources within the United States. If, on account of the preceding reason, an individual is not a Qualified Beneficiary, then a Spouse or Dependent child of the individual will also not be considered a Qualified Beneficiary by virtue of the relationship to the individual. A domestic partner is not a Qualified Beneficiary.

Each Qualified Beneficiary (including a child who is born to or placed for adoption with a covered Employee during a period of COBRA continuation coverage) must be offered the opportunity to make an independent election to receive COBRA continuation coverage.

3. What is a Qualifying Event?

A Qualifying Event is any of the following if the Arrangement provided that the participant would lose coverage (i.e., cease to be covered under the same terms and conditions as in effect immediately before the Qualifying Event) in the absence of COBRA continuation coverage:

- (1) The death of a covered Employee.
- (2) The termination (other than by reason of the Employee's gross misconduct), or reduction of hours, of a covered Employee's employment.
- (³) The divorce or legal separation of a covered Employee from the Employee's Spouse. If the Employee reduces or eliminates the Employee's Spouse's Plan coverage in anticipation of a divorce or legal separation, and a divorce or legal separation later occurs, then the divorce or legal separation may be considered a Qualifying Event even though the Spouse's coverage was reduced or eliminated before the divorce or legal separation.
- (4) A covered Employee's enrollment in any part of the Medicare program.
- (5) A Dependent child's ceasing to satisfy the Arrangement's requirements for a Dependent child (for example, attainment of the maximum age for dependency under the Arrangement).

If the Qualifying Event causes the covered Employee, or the covered Spouse or a Dependent child of the covered Employee, to cease to be covered under the Arrangement under the same terms and conditions as in effect immediately before the Qualifying Event (or in the case of the bankruptcy of the Employer, any substantial elimination of coverage under the Arrangement occurring within 12 months before or after the date the bankruptcy proceeding commences), the persons losing such coverage become Qualified Beneficiaries under COBRA if all the other conditions of COBRA are also met. For example, any increase in contribution that must be paid by a covered Employee, or the Spouse, or a Dependent child of the covered Employee, for coverage under the Arrangement that results from the occurrence of one of the events listed above is a loss of coverage.

The taking of leave under the Family and Medical Leave Act of 1993 ("FMLA") does not constitute a Qualifying Event. A Qualifying Event will occur, however, if an Employee does not return to employment at the end of the FMLA leave and all other COBRA continuation coverage conditions are present. If a Qualifying Event occurs, it occurs on the last day of FMLA leave and the applicable maximum coverage period is measured from this date (unless coverage is lost at a later date and the Arrangement provides for the extension of the required periods, in which case the maximum coverage date is measured from the date when the coverage is lost.) Note that the covered Employee and family members will be entitled to COBRA continuation coverage even if they failed to pay the employee portion of premiums for coverage under the Arrangement during the FMLA leave.

4. What Factors Should Be Considered When Determining to Elect COBRA Continuation Coverage?

You should take into account that a failure to continue your group health coverage will affect your rights under federal law. First, you can lose the right to avoid having pre-existing condition exclusions applied by other group health plans if there is more than a 63-day gap in health coverage and election of COBRA continuation coverage may help you avoid such a gap. Second, if you do not elect COBRA continuation coverage and pay the appropriate premiums for the maximum time available to you, you will lose the right to convert to an individual health insurance policy, which does not impose such pre-existing condition exclusions. Finally, you should take into account that you have special enrollment rights under federal law (HIPAA). You have the right to request special enrollment in another group health plan for which you are otherwise eligible (such as a plan sponsored by your Spouse's employer) within 30 days after Plan coverage ends due to a Qualifying Event listed above. You will also have the same special right at the end of COBRA continuation coverage if you get COBRA continuation coverage for the maximum time available to you.

5. What is the Procedure for Obtaining COBRA Continuation Coverage?

The Arrangement has conditioned the availability of COBRA continuation coverage upon the timely election of such coverage. An election is timely if it is made during the election period.

6. What is the Election Period and How Long Must It Last?

The election period is the time period within which the Qualified Beneficiary must elect COBRA continuation coverage under the Arrangement. The election period must begin not later than the

date the Qualified Beneficiary would lose coverage on account of the Qualifying Event and must not end before the date that is 60 days after the later of the date the Qualified Beneficiary would lose coverage on account of the Qualifying Event or the date notice is provided to the Qualified Beneficiary of her or his right to elect COBRA continuation coverage.

Note: If a covered employee who has been terminated or experienced a reduction of hours qualifies for a trade readjustment allowance or alternative trade adjustment assistance under a federal law called the Trade Act of 2002, and the employee and his or her covered dependents have not elected COBRA coverage within the normal election period, a second opportunity to elect COBRA coverage will be made available for themselves and certain family members, but only within a limited period of 60 days or less and only during the six months immediately after their group health plan coverage ended. Any person who qualifies or thinks that he or she and/or his or her family members may qualify for assistance under this special provision should contact the Plan Administrator or its designee for further information.

The Trade Act of 2002 also created a new tax credit for certain TAA-eligible individuals and for certain retired employees who are receiving pension payments from the Pension Benefit Guaranty Corporation (PBGC) (eligible individuals). Under the new tax provisions, eligible individuals can either take a tax credit or get advance payment of 65% of premiums paid for qualified health insurance, including continuation coverage. If you have questions about these new tax provisions, you may call the Health Coverage Tax Credit Consumer Contact Center toll-free at 1-866-628-4282. TTD/TTY callers may call toll-free at 1-866-626-4282. More information about the Trade Act is also available at www.doleta.gov/tradeact/2002act_index.asp.

7. Is a Covered Employee or Qualified Beneficiary Responsible for Informing the Plan Administrator of the Occurrence of a Qualifying Event?

The Arrangement will offer COBRA continuation coverage to Qualified Beneficiaries only after the Plan Administrator or its designee has been timely notified that a Qualifying Event has occurred. The Employer will notify the Plan Administrator or its designee of the Qualifying Event within 30 days following the date coverage ends when the Qualifying Event is:

- (1) the end of employment or reduction of hours of employment,
- (2) death of the employee,
- (3) commencement of a proceeding in bankruptcy with respect to the Employer, or
- (4) enrollment of the employee in any part of Medicare,

IMPORTANT:

For the other Qualifying Events (divorce or legal separation of the employee and spouse or a dependent child's losing eligibility for coverage as a dependent child), you or someone on your behalf must notify the Plan Administrator or its designee in writing within 60 days after the Qualifying Event occurs, using the procedures specified below. If these procedures are not followed or if the notice is not provided in writing to the Plan Administrator or its designee during the 60-day notice

period, any spouse or dependent child who loses coverage will not be offered the option to elect continuation coverage. You must send this notice to the Plan Administrator or its designee.

NOTICE PROCEDURES:

Any notice that you provide must be *in writing*. Oral notice, including notice by telephone, *is* not acceptable. You must mail, fax or hand-deliver your notice to the person, department or firm listed below, at the following address:

City of Sun Valley
P.O. Box 416,
Sun Valley, Idaho, 83353

If mailed, your notice must be postmarked no later than the last day of the required notice period. Any notice you provide must state:

- the name of the plan or plans under which you lost or are losing coverage,
- the name and address of the employee covered under the plan,
- the name(s) and address(es) of the Qualified Beneficiary(ies), and
- the Qualifying Event and the date it happened.

If the Qualifying Event is a divorce or legal separation, your notice must include a copy of the divorce decree or the legal separation agreement.

Be aware that there are other notice requirements in other contexts, for example, in order to qualify for a disability extension.

Once the Plan Administrator or its designee receives *timely notice* that a Qualifying Event has occurred, COBRA continuation coverage will be offered to each of the qualified beneficiaries. Each Qualified Beneficiary will have an independent right to elect COBRA continuation coverage. Covered employees may elect COBRA continuation coverage for their spouses, and parents may elect COBRA continuation coverage on behalf of their children. For each Qualified Beneficiary who elects COBRA continuation coverage, COBRA continuation coverage will begin on the date that coverage would otherwise have been lost (if under your coverage the COBRA period begins on the date of the Qualifying Event, even though coverage actually ends later (e.g., at the end of the month) substitute the appropriate language, e.g. "on the date of the Qualifying Event"). If you or your spouse or dependent children do not elect continuation coverage within the 60-day election period described above, the right to elect continuation coverage will be lost.

8. Is a Waiver Before the End of the Election Period Effective to End a Qualified Beneficiary's Election Rights?

If, during the election period, a Qualified Beneficiary waives COBRA continuation coverage, the waiver can be revoked at any time before the end of the election period. Revocation of the waiver is an election of COBRA continuation coverage. However, if a waiver is later revoked, coverage need not be provided retroactively (that is, from the date of the loss of coverage until the waiver is revoked). Waivers and revocations of waivers are considered made on the date they are sent to the

Plan Administrator or its designee,
as applicable.

9. **IS COBRA COVERAGE AVAILABLE IF A QUALIFIED BENEFICIARY HAS OTHER GROUP HEALTH PLAN COVERAGE OR MEDICARE?**

Qualified Beneficiaries who are entitled to elect COBRA continuation coverage may do so even if they are covered under another group health plan or are entitled to Medicare benefits on or before the date on which COBRA is elected. However, a Qualified Beneficiary's COBRA coverage will terminate automatically if, after electing COBRA, he or she becomes entitled to Medicare or becomes covered under other group health plan coverage (but only after any applicable preexisting condition exclusions of that other plan have been exhausted or satisfied).

10. **When May a Qualified Beneficiary's COBRA Continuation Coverage Be Terminated?**

During the election period, a Qualified Beneficiary may waive COBRA continuation coverage. Except for an interruption of coverage in connection with a waiver, COBRA continuation coverage that has been elected for a Qualified Beneficiary must extend for at least the period beginning on the date of the Qualifying Event and ending not before the earliest of the following dates:

- (1) The last day of the applicable maximum coverage period.
- (2) The first day for which Timely Payment is not made to the Arrangement with respect to the Qualified Beneficiary.
- (3) The date upon which the Employer ceases to provide any group health plan (including a successor plan) to any employee.
- (4) The date, after the date of the election, that the Qualified Beneficiary first becomes covered under any other Plan that does not contain any exclusion or limitation with respect to any pre-existing condition, other than such an exclusion or limitation that does not apply to, or is satisfied by, the Qualified Beneficiary.
- (5) The date, after the date of the election that the Qualified Beneficiary first enrolls in the Medicare program (either part A or part B, whichever occurs earlier).
- (6) In the case of a Qualified Beneficiary entitled to a disability extension, the later of:
 - (a) (i) 29 months after the date of the Qualifying Event, or (ii) the first day of the month that is more than 30 days after the date of a final determination under Title II or XVI of the Social Security Act that the disabled Qualified Beneficiary whose disability resulted in the Qualified Beneficiary's entitlement to the disability extension is no longer disabled, whichever is earlier; or
 - (b) the end of the maximum coverage period that applies to the Qualified Beneficiary without regard to the disability extension.

The Arrangement can terminate for cause the coverage of a Qualified Beneficiary on the same basis that the Arrangement terminates for cause the coverage of similarly situated non-COBRA beneficiaries, for example, for the submission of a fraudulent claim.

In the case of an individual who is not a Qualified Beneficiary and who is receiving coverage under the Arrangement solely because of the individual's relationship to a Qualified Beneficiary, if the Arrangement's obligation to make COBRA continuation coverage available to the Qualified Beneficiary ceases, the Arrangement is not obligated to make coverage available to the individual who is not a Qualified Beneficiary.

11. What Are the Maximum Coverage Periods for COBRA Continuation Coverage?

The maximum coverage periods are based on the type of the Qualifying Event and the status of the Qualified Beneficiary, as shown below.

- (1) In the case of a Qualifying Event that is a termination of employment or reduction of hours of employment, the maximum coverage period ends 18 months after the Qualifying Event if there is not a disability extension and 29 months after the Qualifying Event if there is a disability extension.
- (2) In the case of a covered Employee's enrollment in the Medicare program before experiencing a Qualifying Event that is a termination of employment or reduction of hours of employment, the maximum coverage period for Qualified Beneficiaries other than the covered Employee ends on the later of:
 - (a) 36 months after the date the covered Employee becomes enrolled in the Medicare program; or
 - (b) 18 months (or 29 months, if there is a disability extension) after the date of the covered Employee's termination of employment or reduction of hours of employment.
- (3) In the case of a Qualified Beneficiary who is a child born to or placed for adoption with a covered Employee during a period of COBRA continuation coverage, the maximum coverage period is the maximum coverage period applicable to the Qualifying Event giving rise to the period of COBRA continuation coverage during which the child was born or placed for adoption.
- (4) In the case of any other Qualifying Event than that described above, the maximum coverage period ends 36 months after the Qualifying Event.

12. Under What Circumstances Can the Maximum Coverage Period Be Expanded?

If a Qualifying Event that gives rise to an 18-month or 29-month maximum coverage period is followed, within that 18- or 29-month period, by a second Qualifying Event that gives rise to a 36-months maximum coverage period, the original period is expanded to 36-months, but only for individuals who are Qualified Beneficiaries at the time of and with respect to both Qualifying Events. In no circumstance can the COBRA maximum coverage period be expanded to more than 36-months after the date of the first Qualifying Event. The Plan

Administrator must be notified of the second qualifying event within 60 days of the second qualifying event. This notice must be sent to the Plan Administrator or its designee and in accordance with the procedures above.

13. How Does a Qualified Beneficiary Become Entitled to a Disability Extension?

A disability extension will be granted if an individual (whether or not the covered Employee) who is a Qualified Beneficiary in connection with the Qualifying Event that is a termination or reduction of hours of a covered Employee's employment, is determined under Title H or XVI of the Social Security Act to have been disabled at any time during the first 60 days of COBRA continuation coverage. To qualify for the disability extension, the Qualified Beneficiary must also provide the Plan Administrator with notice of the disability determination on a date that is both within 60 days after the date of the determination and before the end of the original 18-month maximum coverage. This notice must be sent to the Plan Administrator or its designee and in accordance with the procedures above.

14. Does the Arrangement Require Payment for COBRA Continuation Coverage?

For any period of COBRA continuation coverage under the Arrangement, Qualified Beneficiaries who elect COBRA continuation coverage may be required to pay up to 102% of the applicable premium and up to 150% of the applicable premium for any expanded period of COBRA continuation coverage covering a disabled Qualified Beneficiary due to a disability extension. Your Plan Administrator will inform you of any costs. The Arrangement will terminate a Qualified Beneficiary's COBRA continuation coverage as of the first day of any period for which timely payment is not made.

15. Must the Arrangement Allow Payment for COBRA Continuation Coverage to Be Made in Monthly Installments?

Yes. The health coverage is also permitted to allow for payment at other intervals.

16. What is Timely Payment for Payment for COBRA Continuation Coverage?

Timely Payment means a payment made no later than 30 days after the first day of the coverage period. Payment that is made to the Arrangement by a later date is also considered Timely Payment if either under the terms of the Arrangement, covered employees or Qualified Beneficiaries are allowed until that later date to pay for their coverage for the period or under the terms of an arrangement between the Employer and the entity that provides benefits on the Employer's behalf, the Employer is allowed until that later date to pay for coverage of similarly situated non-COBRA beneficiaries for the period.

Notwithstanding the above paragraph, the Arrangement does not require payment for any period of COBRA continuation coverage for a Qualified Beneficiary earlier than 45 days after the date on which the election of COBRA continuation coverage is made for that Qualified Beneficiary. Payment is considered made on the date on which it is postmarked to those providing coverage.

If Timely Payment is made to the Arrangement in an amount that is not significantly less than the amount the Arrangement requires to be paid for a period of coverage, then the amount paid will be

deemed to satisfy the Arrangement's requirement for the amount to be paid, unless the Arrangement notifies the Qualified Beneficiary of the amount of the deficiency and grants a reasonable period of time for payment of the deficiency to be made. A "reasonable period of time" is 30 days after the notice is provided. A shortfall in a Timely Payment is not significant if it is no greater than the lesser of \$50 or 10% of the required amount.

17. Must a Qualified Beneficiary Be Given the Right to Enroll in a Conversion Health Plan at the End of the Maximum Coverage Period for COBRA Continuation Coverage?

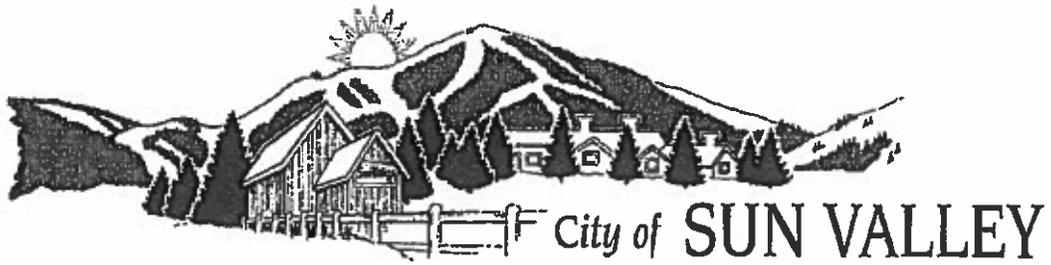
If a Qualified Beneficiary's COBRA continuation coverage under a group health plan ends as a result of the expiration of the applicable maximum coverage period, the Arrangement will, during the 180 day period that ends on that expiration date, provide the Qualified Beneficiary with the option of enrolling under a conversion health plan if such an option is otherwise generally available to similarly situated non-COBRA beneficiaries under the Arrangement. If such a conversion option is not otherwise generally available, it need not be made available to Qualified Beneficiaries.

IF YOU HAVE QUESTIONS

If you have questions about your COBRA continuation coverage, you should contact the Plan Administrator or its designee. For more information about your rights under ERISA, including COBRA, the Health Insurance Portability and Accountability Act (HIPAA), and other laws affecting group health plans, contact the nearest Regional or District Office of the U.S. Department of Labor's Employee Benefits Security Administration (EBSA). Addresses and phone numbers of Regional and District EBSA Offices are available through EBSA's Web site at www.dol.gov/ebsa.

KEEP YOUR PLAN ADMINISTRATOR INFORMED OF ADDRESS CHANGES

In order to protect your family's rights, you should keep the Plan Administrator informed of any changes in the addresses of family members. You should also keep a copy, for your records, of any notices you send to the Plan Administrator or its designee.



**CITY OF SUN VALLEY
PERSONNEL POLICIES & PROCEDURES MANUAL**

Adopted by the Mayor and City Council
Resolution No. 1997-2 January 16, 1997
Resolution No. 1997-9 January 16, 1997
Resolution No. 2001-03 May 16, 2001
Resolution No. 2004-08 November 18, 2004
Resolution No. 2007-06 February 15, 2007
Resolution No. 2007-12 March 15, 2007



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Sick Leave Accrual: Employees may accrue a maximum of 720 hours of sick leave. Sick time accruals are forfeited at the time of employment termination and there is no cash equivalent payment provided by the City.

Physician's Statement: The City may request a Physician's Statement for absences of more than three (3) days.

Duplication of benefits: Sick leave benefits are not to be drawn during such time as the Employee is drawing unemployment, workers' compensation, disability insurance, or any other similar benefits or payments, either from the City or from any other source except for personal, non-City related insurance benefits.

5.5 MEDICAL INSURANCE

The City provides to each Employee and his/her dependents a medical health insurance policy, which includes but is not limited to health and dental insurance. Due to the changing nature of medical insurance and the associated premiums, the current Medical Insurance Plan of the City will be on file with the Finance Manager/City Treasurer. Appendix A summarizes the current benefits and will be updated and attached to this Manual whenever changes in coverage or benefit are approved by the Mayor and City Council.

5.6 FAMILY CARE AND MEDICAL LEAVE POLICY

To the extent not already provided for under current leave policies and provisions, the City will provide family and medical care leave for eligible Employees as required by federal and state law. Appendix B sets forth certain rights and obligations with respect to the Federal Family and Medical Leave Act of 1993 (FMLA).

5.7 LIFE INSURANCE

The City may provide each Employee a Life Insurance Policy. Appendix C summarizes any current benefit. The Appendix will be updated and attached to this Manual whenever changes in coverage or benefit are approved by the Mayor and City Council.

5.8 WORKERS' COMPENSATION INSURANCE

All Employees are covered by workers' compensation insurance in accordance with state and federal law. An Employee who suffers a work related illness or injury should check with the City Administrator's office for further information.

5.9 STATE UNEMPLOYMENT INSURANCE, SOCIAL SECURITY BENEFITS AND PERSI

All Employees of the City are covered by these benefits in accordance with state and federal law. In addition, all regular Employees are covered by the Public Employees' Retirement System of Idaho (PERSI). Contributions are made by both the City and the Employee.

APPENDIX A

MEDICAL INSURANCE PLAN

**CITY STAFF HEALTH REIMBURSEMENT ARRANGEMENT
ANNUAL ROLLOVER AND PORTABILITY POLICY**

Regence BlueShield of Idaho has been selected by the City of Sun Valley to provide health insurance for its full-time regular employees (at least thirty (30) hours or more per week). The Health insurance plan includes a Health Reimbursement Arrangement (HRA) program. Individual employee HRA accounts are established and annually the city appropriates funds to the HRA account to help pay for employee deductibles.

It is the City's policy that at the end of each fiscal year, any unused appropriation funds in an individual's HRA account may be rolled over into the next fiscal year. The maximum amount that may be rolled over each year is seventy percent (70%) of the remaining funds. The funds may be used in subsequent years for medical costs as authorized by Regence BlueShield.

Vesting of rollover funds occurs at the completion of three (3) years of full-time employment. Rollover funds will at that time become available as a profitability payment to an employee should the employee leave City employment. After year three (3), an employee, upon employment termination, will be provided a payment of up to \$1,500 of any vested rollover funds. At the end of five (5) or more years of employment, an employee will be entitled to payment of up to \$5,000 of any vested rollover funds.

An employee receiving a profitability payment may choose to either have the payment made as income and, therefore, subject to all applicable payroll taxes and payroll benefits or the employee may select that a payment or payments be made directly for another health insurance plan.

MAYOR & COUNCIL HRA PROGRAM

The Mayor and Council are full-time employees of the City and are eligible to receive health insurance benefits equal to those provided to other employees. In addition, the Mayor & Council may select to provide for their health insurance coverage through an existing health insurance program of their own or through a spouse's health insurance program. If one of these options is selected, the Mayor and/or Councilperson(s) may still participate in the City's Health Reimbursement Arrangement (HRA) program as follows:¹

¹The Mayor and Council are considered a unique class under this policy and, therefore, other employees are not eligible for this HRA Program.

1. The City will establish an individual HRA account for the Mayor and/or Councilperson and contribute \$1,217.40 per month to the account. The maximum total contribution over a twelve month period is \$14,608.80 and the ²period of time will be from January 1 through December 31²
2. The HRA account may be used by the Mayor and/or Councilperson(s) for the reimbursement of their health insurance premiums and/or deductibles including all dependents on the program.
3. The Mayor and/or Councilperson(s) must present to ISC, the City's HRA account managers, acceptable proof of health insurance premium payment in order to be reimbursed (i.e. payroll documentation or premium invoice).
4. The Mayor and/or Councilperson(s) must present to ISC acceptable proof of deductible payment in order to be reimbursed (i.e. doctor's receipt or Explanation of Benefits (EOB) from health insurance provider.)
5. ISC will be responsible for verifying receipts and payroll deduction documentation and will make timely reimbursements for all eligible health insurance premium costs and deductibles. and deductibles.

² The monthly and maximum annual City Contribution to the HRA accounts is calculated based upon the current per employee and dependent *premium costs* charged by Regence BlueShield of Idaho (Health Insurance) and MetLife (Dental Insurance) for City employees and the City's share of paid deductibles in the current 2004/05 health insurance policy.

| Dental | | Health |
|---|------------------|--|
| | Employee: | \$ 263.00/month |
| \$ 25.80 | Spouse: | \$ 316.00/month |
| \$ 23.70 | Children: | \$ 354.00/month (or \$118/month/child up to 3 children) \$ 30.00 |
| | Total per month: | \$ 933.00 |
| \$ 84.40 (family) | | |
| | Total per year: | \$ 11,196.00 |
| \$1,012.80 | | |
| Plus: City Deductible Payment: | | \$ 2,400.00 |
| Total Annual HRA Account Contribution: | | \$ 14, 608.80 |
| Total Monthly HRA Account Contribution: | | \$ 1,217.40 |

6. The maximum total reimbursement for the twelve-month HIRA period is \$14,608.80.
7. At the end of the twelve-month period, or at anytime that the elected term of the Mayor and/or Councilperson(s) should end, any remaining funds in the Mayor's or Councilperson(s) HIRA account will revert back to the City and will be forfeited by the Mayor and/or Councilperson(s) if they do not have outstanding receipts to withdraw those funds. There is no rollover provision provided in this program.

Proposed amendments to current City of Sun Valley/Regence HRA Plan (underlines are additions and strike-outs are deletions)

ELIGIBILITY

3. Are There Any Employees Who Are Not Eligible?

Yes, there are certain employees who are not eligible to join the Plan. They are: Employees who are part-time. A part time employee is someone who works, or is expected to work less than 30 hours a week. The Mayor and City Council members are not “employees” except for tax purposes. The Mayor and City Council members are eligible for the plan notwithstanding that they do not regularly work, or are they expected to work 30 or more hours a week.

Plan Administrator Information

The name, address and business telephone number of your Plan’s Administrator are:

City Administrator

City of Sun Valley P.O. Box 416, Sun Valley, Idaho, 83353
(208) 622-4438

The Plan Administrator oversees the Plan, however, the Finance Manager/Treasurer keeps the records for the Plan and is responsible for the day-to-day administration of the Plan. The ~~Administrator~~ Finance Manager/Treasurer will also answer any questions you may have about our Plan. Only when a provision of the plan is unclear or ambiguous, or where there may be a conflict of the language in different parts of the plan, the Plan Administrator has the exclusive right to interpret the appropriate plan provisions, subject however to the right of any member to appeal such interpretations to the City Council, whose decision shall prevail. You may contact the ~~Administrator~~ Finance Manager/Treasurer for any further information about the Plan.

Proposed amendments to current City of Sun Valley/Regence HRA Plan

ELIGIBILITY

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Existing Committee and Liason Appointments (12/31/15)

| Authority, Agency, Board, Committee | Position | Appointed by | Council Action | Last | First | Date Appointed | Term Expires | Requires Action | Term Years |
|---|-----------------------|-------------------------------|----------------|------------|----------|-----------------------------------|--------------|-----------------|------------|
| Blaine County Housing Authority | Nomination to Board | Mayor w/ Council Confirmation | Yes | Barclay | Gordon | filled term beginning Oct. 2010 | 10/1/2015 | 1/1/2016 | 5 |
| Blaine County Housing Authority | Liaison | Mayor | No | Griffith | Michelle | | 1/1/2016 | 1/1/2016 | 1 |
| Blaine County Regional Transportation Committee | Board Member | Mayor w/ Council Confirmation | Yes | Ribi | Nils | 1/9/2014 | 1/1/2016 | 1/1/2016 | 1 |
| Fly Sun Valley Alliance | Ex-Officio Member | Mayor w/ Council Confirmation | Yes | Griffith | Michelle | (unclear from meeting in minutes) | 1/1/2016 | 1/1/2016 | 1 |
| Friedman Memorial Airport Authority | Liaison | Mayor | No | Briscoe | Dewayne | | 1/1/2016 | 1/1/2016 | 1 |
| Mountain Rides Transportation Authority | Board Member Seat #1 | Mayor w/ Council Confirmation | Yes | Gilbert | Mark | 10/3/2013 | 10/1/2016 | 10/1/2016 | 3 |
| Mountain Rides Transportation Authority | Board Member Seat #2 | Mayor w/ Council Confirmation | Yes | Conard | Jane | 2/5/2015 | 10/1/2017 | 10/1/2017 | 3 |
| Planning and Zoning Commission | Commissioner Seat # 1 | Mayor w/ Council Confirmation | Yes | Herich | Ken | 1/9/2014 | 1/1/2018 | 1/1/2018 | 4 |
| Planning and Zoning Commission | Commissioner Seat # 2 | Mayor w/ Council Confirmation | Yes | Provonscha | Jake | 1/9/2014 | 1/1/2018 | 1/1/2018 | 4 |
| Planning and Zoning Commission | Commissioner Seat # 3 | Mayor w/ Council Confirmation | Yes | Boeger | Bill | 2/6/2014 | 2/1/2018 | 2/1/2018 | 4 |
| Planning and Zoning Commission | Commissioner Seat # 4 | Mayor w/ Council Confirmation | Yes | Walker | Margaret | 1/5/2012 | 1/1/2016 | 1/1/2016 | 4 |
| Planning and Zoning Commission | Commissioner Seat # 5 | Mayor w/ Council Confirmation | Yes | O'Conner | John | 1/5/2012 | 1/1/2016 | 1/1/2016 | 4 |
| Sun Valley Air Service Board | Board Member | Mayor w/ Council Confirmation | Yes | Briscoe | Dewayne | 2/5/2015 | 2/1/2016 | 2/1/2016 | 1 |
| Sun Valley Economic Development Corporation | Ex-Officio Member | Mayor w/ Council Confirmation | Yes | Hendricks | Peter | 1/9/2014 | 1/1/2016 | 1/1/2016 | 1 |
| Sun Valley Marketing Alliance | Board Member | Mayor w/ Council Confirmation | Yes | Cannon | Steve | 1/9/2014 | 1/1/2017 | 1/1/2017 | 3 |
| Sun Valley Water & Sewer District | Liaison | Mayor | No | Hendricks | Peter | | 1/1/2016 | 1/1/2016 | 1 |

| | | | |
|-------------------|---|--|----------------------|
| Color Key: | Position up for appointment with Council Confirmation | Position up for appointment without Council Confirmation | Term not yet expired |
|-------------------|---|--|----------------------|

- Liaison** - Does not join the organization, however, serves to facilitate communication between the City Council and the organization.
- Nomination to the Board** - The Sun Valley City Council nominates a member of the Blaine County Housing Authority "BCHA" to the Blaine County Commissioner which acts on the nomination.
- Commissioner** - A Planning and Zoning Commissioner is appointed and acts pursuant to Idaho Code Chapter 65 of the Local Land Use Planning Act.
- Board Member** - Appointment as a board member means that the individual sits as a full voting member of the organization's governing body.
- Ex-Officio Member** - Assignment as an ex-officio member means joining the board of the organization as a Non-Voting member of the board.


CITY OF SUN VALLEY
REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and City Council

FROM: Terence Davitt, Events Coordinator

SUBJECT: Sun Valley Center for the Arts concert approval request

DATE: December 29, 2015

Subject:

Request from the Sun Valley Center for the Arts to use the City's Festival Meadows to produce a concert on August 4th, 2016

Background:

The City's Festival Meadows has been used for numerous different events over the last fifteen (15) years. These events included: arts festivals, weddings, Shakespeare festivals, Wagon Days activities, art installations, fire service appreciation days, strong man events, concerts, etc.

Prior to 2012, all use requests went before the City Council for approval. This process was time consuming for both the applicant and the City and resulted in a number of applicants withdrawing their requests.

In 2012, the City Council approved a process where the Mayor, or City Administrator, could approve all but the larger or unusual events, i.e. concerts, season long farmers' markets, etc. The approved process has led to a more streamlined application process, as well as allowing the City Council to retain awareness and control of events that may have a larger impact on the city.

Discussion:

The Sun Valley Center for the Arts (SVCA) is requesting to use the City's Festival Meadows to produce a concert on August 4th, 2016. They are asking for preliminary approval in order to contract with an artist and proceed with event logistics.

City staff met with SVCA staff at a pre-event application meeting to evaluate the proposed concert logistics. Most of the City's requirements have been addressed; however, a few elements, including event staffing and parking/transportation still need to be finalized. A Special Event Permit would not be approved until all requirements have been met.

Recommendation:

City Council discussion on whether to provide preliminary approval for the use of the City's Festival Meadows, and, if approval is provided, authorize the Mayor to approve the Special Event Permit once all event requirements have been met.

**CITY OF SUN VALLEY
CITY COUNCIL
AGENDA REPORT**

To: Honorable Mayor Peter Hendricks and City Council Members
From: Abby Rivin, CFM, Associate Planner
Date: 7 Jan 2016
Re: Ordinance 480 – Adoption of Plans by Reference

SUBJECT: Discussion and action on proposed *Ordinance 480, Amending Sections of Title 9, Chapter 1 of the Sun Valley Municipal Code, Adopting Certain Plans by Reference.*

BACKGROUND: Ordinance No. 480 amends Title 9, Chapter 1, Section 9-1A-2, Subsections (A) and (B) and Section 9-1A-6 Subsection (D) of the Sun Valley Municipal Code adopting certain plans by reference including the 2015 Comprehensive Plan Update and the 2015 Transportation Plan.

ANALYSIS: Ordinance No. 480 modifies the *Purpose* Section of *Article A. Purpose, Applicability, and Interpretation* (SVMC 9-1A-2) by deleting Subsections (A) and (B). These subsections list verbatim Goals A and B of the 2005 Comprehensive Plan. Staff removed these subsections completely because not only has the language of the two goals changed, it is also not best practice to codify language word for word from a comprehensive plan.

Ordinance No. 480 also amends Section 9-1A-6 Subsection (D) *Documents By Reference* to reflect the Fall 2015 adoptions of the 2015 Comprehensive Update and the 2015 Transportation Plan. No public hearing is required for this ordinance as it is solely an administrative text update and does not substantively change the Sun Valley Municipal Code.

RECOMMENDATION: Staff recommends approval of Ordinance No. 480.

RECOMMENDED MOTION: "I move to approve Ordinance No. 480, Amending Sections of Title 9, Chapter 1 of the Sun Valley Municipal Code, Adopting Certain Plans by Reference."

ALTERNATIVE ACTIONS: Amend the Ordinance, and approve as amended; or direct Staff to return with additional information/changes.

ATTACHMENTS:

1. Draft Ordinance No. 480

1 **ORDINANCE NO. 480**

2 **AN ORDINANCE OF THE CITY OF SUN VALLEY, IDAHO, AMENDING SECTIONS OF TITLE 9,**
3 **CHAPTER 1 OF THE SUN VALLEY MUNICIPAL CODE, ADOPTING CERTAIN PLANS BY REFERENCE**
4

5 WHEREAS the City of Sun Valley formally adopted the 2015 Comprehensive Plan Update (*Comprehensive*
6 *Plan*) by Resolution 2015-20 on September 11, 2015; and
7

8 WHEREAS the City of Sun Valley formally adopted the 2015 Transportation Plan (*Transportation Plan*) by
9 Resolution 2015-25 on September 21, 2015; and
10

11 WHEREAS, the City's Municipal Code should be amended to reflect the newly adopted plans, and to
12 provide clarity regarding the goals and intents of the plans;
13

14 THEREFORE BE IT ORDAINED, by the Mayor and Council of the City of Sun Valley, Idaho that Title 9,
15 Chapter 1, Section 9-1A-2, Subsections (A) and (B) and Section 9-1A-6, Subsection (D) of the city's
16 Municipal Code be amended as follows:
17

18 **SECTION 1:** Title 9, Chapter 1, Article A of the City's Municipal Code is hereby amended as follows:
19

20 9-1A-2: Purpose

21 It is the intent of this title to carry out the intent and purposes of the local land use planning act,
22 Idaho Code section 67-6501 et seq., and to protect and promote the health, safety and general
23 welfare of the community by implementing the goals and objectives of the comprehensive plan for
24 the city:.

25 ~~A. Preserve Unique Character Of City:~~

26 ~~1. Preserve and protect natural and scenic resources, the environment, and open spaces;~~

27 ~~2. Promote sustainability of the resort economy; and~~

28 ~~3. Maintain social and economic diversity and protect the vitality and cultural heritage of the city.~~

29 ~~B. Manage Growth And Development:~~

30 ~~1. Promote development that is context sensitive and complementary to adjacent property;~~

31 ~~2. Provide for necessary and appropriate public facilities and services to serve existing population
and new growth; and~~

32 ~~3. Provide for an integrated transportation system that promotes a recreationally active community,~~
33 ~~encourages nonmotorized transportation, and reduces congestion and air pollution. (Ord. 382, 10-~~
34 ~~25-2006)~~

35
36 Section 9-1A-6, Subsection (D) is hereby amended as follows:

37 D. Documents by Reference: Documents incorporated into this title are on file at city hall. These
38 documents are as follows:

39 1. The flood insurance study for the city, entitled "The Flood Insurance Study For Blaine County And
40 Incorporated Areas" dated November 26, 2010, with accompanying flood insurance rate maps
41 (FIRM) and digital flood insurance rate maps (DFIRM);

42 2. The 2015 Comprehensive pPlan Update adopted September ~~8-11, 2005~~ 2015, as may be amended
43 from time to time;

44 3. The ~~1997~~ 2015 City of Sun Valley tTransportation pPlan, as may be amended from time to time;

45 4. Idaho sStandards for pPublic wWorks eConstruction (ISPWC); and

46 5. Natural rResource mMaps:

47 a. Areas of eEnvironmental eConcern;

48 b. Vegetative Vegetation tTypes;

49 c. Slope maps Map;

50 d. 1964 Patterson surveys. (Ord. 455, 12-6-2012)

51
52 **SECTION 2: SAVINGS AND SEVERABILITY.** If any section, subsection, paragraph, subparagraph, item,
53 provision, regulation, sentence, clause or phrase is declared by a court to be invalid, such actions shall
54 not affect the validity of this Ordinance as a whole or any part thereof other than the part declared
55 invalid.

56
57 **SECTION 3: CODIFICATION.** The City Clerk is instructed pursuant to Section 1-1-3 of the City of Sun
58 Valley Municipal Code to immediately forward this ordinance to the codifier of the official municipal
59 code for proper revision of the code.

60
61 **SECTION 4: REPEALER CLAUSE.** All City of Sun Valley Ordinances, or parts thereof, which are in conflict
62 herewith are hereby repealed.

64 **SECTION 5: EFFECTIVE DATE.** This ordinance shall be in full force and effect from and after its approval,
65 passage and publication as provided by law.

66

67 APPROVED BY THE SUN VALLEY CITY COUNCIL THIS **7th day of JANUARY, 2016.**

68

69

APPROVED:

70

71

Peter Hendricks, Mayor
City of Sun Valley

72 ATTEST:

73

74

75

Alissa Weber, City Clerk

77 City of Sun Valley

DRAFT

CITY OF SUN VALLEY

RESOLUTION 2016-01

A RESOLUTION OF THE CITY OF SUN VALLEY AUTHORIZING THE DESTRUCTION OF CITY RECORDS

WHEREAS, The City of Sun Valley is a municipal corporation duly organized and existing under the laws of the State of Idaho Code §50-101 et seq.; and

WHEREAS, Idaho Code 50-907 requires the City Council to authorize destruction of records that are not required to be retained as permanent records and that have met the minimum retention period provided by the city's record retention schedule, adopted by Resolution 2006-05, records that are no longer required by law or for city business; and

WHEREAS, the City Clerk has proposed for destruction of the records listed in the attached **“Exhibit 1”** that have exceeded their minimum retention requirement; and

WHEREAS, the City Clerk has determined to dispose of the records by means of a bonded, secure on-site document-shredding company; and

WHEREAS, approval for the destruction of the below listed records is obtained from the Idaho State Historical Society, when required, and the City Attorney, as provided by Idaho Code 50-907.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUN VALLEY, IDAHO,

SECTION 1: That the records listed in the attached **“Exhibit 1”** shall be destroyed under the direction and supervision of the City Clerk.

SECTION 2: That this Resolution shall be known as Resolution 2016-01 of the City of Sun Valley, Idaho, and shall be in full force and effect from and after its passage and approval.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR THIS ____ DAY OF JANUARY, 2016.

Peter Hendricks, Mayor

Attest:

Alissa Weber, City Clerk

EXHIBIT 1

2010 Building Prmit Files / Marked for Destruction / FILES ONLY

Page # 1

Permit Number

Permit Number

Permit Number

| | | | | | |
|------|----|------|----|------|-----|
| 2010 | 1 | 2010 | 46 | 2010 | 94 |
| 2010 | 4 | 2010 | 47 | 2010 | 95 |
| 2010 | 5 | 2010 | 48 | 2010 | 96 |
| 2010 | 6 | 2010 | 49 | 2010 | 97 |
| 2010 | 7 | 2010 | 50 | 2010 | 98 |
| 2010 | 8 | 2010 | 51 | 2010 | 99 |
| 2010 | 9 | 2010 | 52 | 2010 | 100 |
| 2010 | 10 | 2010 | 54 | 2010 | 101 |
| 2010 | 11 | 2010 | 55 | 2010 | 102 |
| 2010 | 12 | 2010 | 56 | 2010 | 103 |
| 2010 | 13 | 2010 | 57 | 2010 | 104 |
| 2010 | 14 | 2010 | 58 | 2010 | 105 |
| 2010 | 15 | 2010 | 59 | 2010 | 107 |
| 2010 | 16 | 2010 | 60 | 2010 | 108 |
| 2010 | 17 | 2010 | 61 | 2010 | 109 |
| 2010 | 18 | 2010 | 62 | 2010 | 110 |
| 2010 | 19 | 2010 | 63 | 2010 | 111 |
| 2010 | 20 | 2010 | 64 | 2010 | 112 |
| 2010 | 21 | 2010 | 65 | 2010 | 113 |
| 2010 | 22 | 2010 | 66 | 2010 | 114 |
| 2010 | 23 | 2010 | 67 | 2010 | 115 |
| 2010 | 24 | 2010 | 68 | 2010 | 116 |
| 2010 | 25 | 2010 | 69 | 2010 | 117 |
| 2010 | 26 | 2010 | 71 | 2010 | 118 |
| 2010 | 28 | 2010 | 72 | 2010 | 121 |
| 2010 | 29 | 2010 | 73 | 2010 | 122 |
| 2010 | 30 | 2010 | 74 | 2010 | 123 |
| 2010 | 31 | 2010 | 75 | 2010 | 124 |
| 2010 | 32 | 2010 | 76 | 2010 | 125 |
| 2010 | 33 | 2010 | 77 | 2010 | 126 |
| 2010 | 34 | 2010 | 78 | 2010 | 127 |
| 2010 | 35 | 2010 | 80 | 2010 | 128 |
| 2010 | 36 | 2010 | 81 | 2010 | 129 |
| 2010 | 37 | 2010 | 82 | 2010 | 130 |
| 2010 | 38 | 2010 | 83 | 2010 | 136 |
| 2010 | 39 | 2010 | 84 | 2010 | 137 |
| 2010 | 40 | 2010 | 85 | 2010 | 138 |
| 2010 | 41 | 2010 | 86 | 2010 | 139 |
| 2010 | 42 | 2010 | 87 | 2010 | 140 |
| 2010 | 43 | 2010 | 88 | 2010 | 141 |
| 2010 | 44 | 2010 | 89 | 2010 | 142 |
| 2010 | 45 | 2010 | 92 | 2010 | 143 |

Building Permit Files 2010

Page # 2

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| 2010 | 144 |
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| 2010 | 146 |
| 2010 | 147 |

2011 Building Permit Files / Files Marked for Destruction / FILES ONLY

| Permit Number | Permit Number | Permit Number |
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| 2011 1 | 2011 43 | 2011 92 |
| 2011 2 | 2011 44 | 2011 94 |
| 2011 3 | 2011 45 | 2011 95 |
| 2011 4 | 2011 46 | 2011 96 |
| 2011 5 | 2011 47 | 2011 97 |
| 2011 6 | 2011 48 | 2011 98 |
| 2011 7 | 2011 50 | 2011 99 |
| 2011 8 | 2011 51 | 2011 100 |
| 2011 9 | 2011 55 | 2011 102 |
| 2011 10 | 2011 56 | 2011 103 |
| 2011 11 | 2011 57 | 2011 104 |
| 2011 12 | 2011 58 | 2011 105 |
| 2011 13 | 2011 59 | 2011 106 |
| 2011 14 | 2011 60 | 2011 107 |
| 2011 15 | 2011 61 | 2011 108 |
| 2011 16 | 2011 62 | 2011 109 |
| 2011 17 | 2011 63 | 2011 110 |
| 2011 18 | 2011 64 | 2011 111 |
| 2011 19 | 2011 65 | 2011 112 |
| 2011 20 | 2011 68 | 2011 113 |
| 2011 21 | 2011 69 | 2011 114 |
| 2011 23 | 2011 70 | 2011 115 |
| 2011 24 | 2011 71 | 2011 116 |
| 2011 25 | 2011 72 | 2011 117 |
| 2011 26 | 2011 74 | 2011 118 |
| 2011 27 | 2011 75 | 2011 119 |
| 2011 28 | 2011 76 | |
| 2011 29 | 2011 77 | |
| 2011 30 | 2011 78 | |
| 2011 31 | 2011 79 | |
| 2011 32 | 2011 81 | |
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| 2011 34 | 2011 83 | |
| 2011 35 | 2011 84 | |
| 2011 36 | 2011 85 | |
| 2011 37 | 2011 86 | |
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2011 Plans to be Destroyed

Plans Only

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2012 Building Permit Files / Marked for Destruction / FILES ONLY

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2012 Plans Marked for Destruction / Plans Only

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